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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 a Standing Offer Demande d'offre à commandes

National Master Standing Offer (NMSO)

Offre à commandes principale et nationale (OCPN)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT / CE DOCUMENT CONTIENT DES
EXIGENCES RELATIVES À LA SÉCURITÉ

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

Title - Sujet IN-CAR DIGITAL VIDEO SYSTEM (ICDVS)	
Solicitation No. - N° de l'invitation E60HN-18ICVS/A	Date 2018-12-20
Client Reference No. - N° de référence du client E60HN-18ICVS	GETS Ref. No. - N° de réf. de SEAG PW-\$\$HN-467-76103
File No. - N° de dossier hn467.E60HN-18ICVS	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-02-12	Time Zone Fuseau horaire Eastern Standard Time EST
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Dubé, Robert	Buyer Id - Id de l'acheteur hn467
Telephone No. - N° de téléphone (613)296-1526 ()	FAX No. - N° de FAX (613)943-7620
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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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DEFINITIONS

In this Request for Standing Offers, unless the context otherwise requires.

“Authorized User”

Means a Federal Identified User and Provincial/Territorial Identified User, as specified in the Standing Offer, authorized to make call-ups against the Standing Offer.

“Federal Identified User”

Means any Federal Government Department, agency or Crown corporation listed in Schedules I, I.1, II, III, of the *Financial Administration Act*, R.S., 1985, c. F-11.

“Provincial/Territorial Identified User”

Means any Canadian province or territory including, as applicable, Municipal, Academic Institutions, Schools and Hospitals Sector (MASH), to whom the Minister of the Department of Public Works and Government Services Canada can provide access to its procurement services and instruments. The MASH Sector can include regional, local, district or other forms of municipal government, school boards, publicly-funded academic, health and social service entities, as well as any corporation or entity owned or controlled by one or more of the preceding entities.

PART 1 - GENERAL INFORMATION

Principal – Agent Relationship

Canada is not acting as an agent for the “Provincial/Territorial Identified User” nor is the “Provincial/Territorial Identified User” a principal of Canada.

By submitting an Offer, the Offeror acknowledges that all responsibilities and liabilities associated with the issuance and management of the call-up by the “Provincial/Territorial Identified User” rest with that “Provincial/Territorial Identified User”.

Offer

By submitting an Offer, the Offeror offers to provide and deliver to Authorized Users the goods or services or combination of goods and services described in the Standing Offer, in accordance with the pricing set out in the Standing Offer if and when the Authorized User requests such goods or services or combination of goods and services, in accordance with the conditions set out in the Standing Offer.

Exclusionary Clause

By submitting an Offer, the Offeror agrees that it has no claim, action, cause of action or complaint whether in contract (express or implied), in negligence or other tort, in equity, under any statute or otherwise at law against Her Majesty the Queen in Right of Canada, and will be barred from bringing any such claim, action or complaint against Her Majesty the Queen in Right of Canada for any damages, compensation, costs, interests, loss, lost opportunity or injury, of any kind or nature, arising from the issuance of a call-up against a Standing Offer and its resulting contract where the call-up is issued by a Provincial/Territorial Identified User. The Offeror recognizes and agrees that by issuing a call-up, the Provincial/Territorial Identified User becomes the Contracting Authority and as such is responsible for any contractual issues, or any other issues related to individual call-ups made against the Standing Offer.

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- | | |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement; |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO; |
| Part 3 | Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified; |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications and Additional Information: includes the certifications and additional information to be provided; |
| Part 6 | Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and |
| Part 7 | 7A, Standing Offer, and 7B, Resulting Contract Clauses:

7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions; |

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7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work (SOW), the Basis of Payment, the Security Requirements Check List (SRCL), the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification and any other annexes.

The following Annexes are appended to and form part of this RFSO:

Annex A - Statement of Work (SOW)

Annex B - Basis of Payment

Annex C - Security Requirements Check List (SRCL)

Annex D - Electronic Payment Instruments

Annex E - Federal Contractors Program for Employment Equity Certification

1.2 Summary

Canada has a requirement to establish a National Master Standing Offer (NMSO) for the supply of in-car digital video system (ICDVS) to Authorized Users.

Below is a list of provinces and territories who have shown interest in making call-ups against the Standing Offer. Only Authorized Users will be authorized to issue call-ups against the NMSO.

The following are Authorized Users:

- Manitoba
- Nova Scotia
 - IWK Health Centre, NS
 - Municipality of the County of Inverness, NS
 - Municipality of Shelburne, NS
- Ontario
 - City of Toronto, ON

Only Authorized Users will be authorized to issue call-ups against this NMSO. A list of Authorized Users will be provided at *insert* – Authorized Users

1.2.1 The Royal Canadian Mounted Police (RCMP) has a requirement for the provision of in-car digital video system (ICDVS) to capture audio and video of activities inside and in front of police vehicles in which they are installed. The ICDVS footage is to provide evidence of interaction of members with stopped vehicles and occupants as well as with prisoners who occupy the back seat of the police vehicle.

The ICDVS is used to gather evidence for criminal and provincial prosecutions and to meet Canada's security and defense commitments. The ICDVS is required for front line policing operations, special operations and peacekeeping. The ICDVS will be required progressively in various RCMP vehicles and deployed across Canada. The RCMP's audio and video policy states that it is mandatory to retain all recorded data for a minimum of two years subsequent to its original capture. ICDVS consists, as a minimum, of a recording device linked to two cameras and

two microphones. ICDVS audio/video footage is exported from the unit physically to a removable solid state storage media or wirelessly to an Active Storage or Archival Storage system. The removable solid state storage media is handled as a data transfer component from which all captured data is transferred to an Active Storage or Archival Storage system. All data transferred to the Active Storage or Archival Storage system is to be considered recorded information and will remain within the storage system for a two-year period after which it will auto purge. Any data pertaining to an investigation uploaded to the Active Storage or Archival Storage system will be isolated by the investigator from the Active Storage system or Archival Storage system as soon as practicable and saved to a data storage device (i.e. thumb drive) that will become the Digital Multimedia Evidence and marked as the "original".

The intent is to award one NMSO to one Offeror for three (3) years commencing upon NMSO award date with an irrevocable option on the part of Canada to extend the period by up to two (2) one (1) year periods.

Goods and Services will be provided to the RCMP and other Authorized Users locations across Canada.

- 1.2.2 The requirement is subject to the provisions of the Canada-European Union Comprehensive Economic and Trade Agreement (CETA) and the Canadian Free Trade Agreement (CFTA).
- 1.2.3 The requirement is subject to a preference for Canadian goods and/or services.
- 1.2.4 The Request for Standing Offers (RFSO) is to establish a National Master Standing Offers for the delivery of the requirement detailed in the RFSO, to the Authorized Users across Canada, **including** areas subject to Comprehensive Land Claims Agreements (CLCAs).
- 1.2.5 This RFSO allows offerors to use the epost Connect service provided by Canada Post Corporation to transmit their offers electronically. Offerors must refer to Part 2 of the RFSO entitled Offeror Instructions and Part 3 of the RFSO entitled Offer Preparation Instructions, for further information on using this method.

1.3 Security Requirements

There are security requirements associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security, Financial and Insurance Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, offerors should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

1.4 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

1.5 Anticipated migration to an e-Procurement Solution (EPS)

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Standing Offer that is issued under this solicitation, refer to 7.14 Transition to an e-Procurement Solution (EPS).

The Government of Canada's [press release](#) provides additional information.

1.6 Offer

By submitting an Offer, the Offeror offers to provide and deliver the goods or services or combination of goods and services described in the Standing Offer, in accordance with the pricing set out in the Standing Offer if and when the Authorized User requests such goods or services or combination of goods and services, in accordance with the conditions set out in the Standing Offer.

1.7 Disclosure of information – Optional Users

The following definitions apply to this provision only:

“Optional Users” are MASH entities that have not been authorized by their respective provinces to issue Call-Ups under the Standing Offer.

“MASH entities” are municipal, academic institutions, schools and hospital sectors of a province. They can include regional, local, district or other forms of municipal government, school boards, publicly-funded academic, health and social service entities, as well as any corporation or entity owned or controlled by one or more of the preceding entities.

The Offeror acknowledges Optional Users may be interested in procuring for their own use the goods or services or combination of goods and services as described in this Standing Offer (referred to hereinafter as “Deliverables.”

In the event that an Optional User contacts the Offeror to purchase some or all of the Deliverables (referred hereinafter as a “Request”), the Offeror will enter into negotiations with such Optional User. As part of the negotiations, the Offeror will: a) disclose to the Optional User its unit and rate pricing as set out in the Standing Offer, b) disclose all of the other terms and conditions thereof, and c) use commercially reasonable efforts to negotiate with the Optional User a separate agreement for the supply of the Deliverables (referred to hereinafter as “Separate Agreement”).

The Offeror will be responsible for its own contract administration with the Optional User. It will not redirect any contract issues to Canada that may arise with the Optional User. Those contract issues include, but are not limited to, contract negotiations, contract administration and contract performance.

The Offeror will have no power to bind Canada, to create a partnership, a joint venture or an agency between Canada and the Optional User. The Offeror must not represent itself as an agent or representative of Canada to the Optional User.

Canada will not be, or be deemed to be, a party to any Separate Agreement, or a guarantor of any obligations or liability of any party under any Separate Agreement. For greater certainty, Canada will not be responsible or liable to the Offeror for any costs, obligation or liability for any matter arising under, or in connection with, any Separate Agreement.

Canada makes no representation, assurance, warranty or guarantee that an Optional User will make a Request or that it will enter into a Separate Agreement with the Offeror.

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PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

Offerors who submit an Offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2018-05-22) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 03 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Pursuant to the *Department of Public Works and Government Services Act* (S.C. 1996, c. 16), the instructions, clauses and conditions identified in the RFSO, standing offer and resulting contract(s) by number, date and title may be incorporated by reference into and if so will form part of the RFSO, standing offer and resulting contract(s) as though expressly set out in the RFSO, the standing offer and the resulting contract(s).

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

2.1.1 SACC Manual Clauses

SACC Reference	Section	Date
<u>M9033T</u>	Financial Capability	2011-05-16
<u>B1000T</u>	Condition of Material	2014-06-26

2.2 Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

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 Request for Standing Offers, transmission of offers by facsimile to PWGSC will not be accepted.

2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than **10 days** calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors 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

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except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

2.5 Applicable Laws

The Standing Offer and any resulting Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Ontario, Canada.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their Offer, 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, the Offeror is deemed to have consented to the applicable laws as specified herein by Canada.

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

If the Offeror chooses to submit its offer electronically, Canada requests that the Offeror submits its offer in accordance with section 08 of the 2006 standard instructions. Offerors are required to provide their offer in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment. The offer must be gathered per section and separated as follows:

Section I: Technical Offer

Section II: Financial Offer

Section III: Certifications

Section IV: Additional Information

If the Offeror chooses to submit its offer in hard copies, Canada requests that the Offeror provides its offer in separately bound sections as follows:

Section I: Technical Offer **3** hard copies and **2** soft copies on CD, DVD or USB key.

Section II: Financial Offer **1** hard copy and **1** soft copies on CD, DVD or USB key.

Section III: Certifications **3** hard copies and **2** soft copies on CD, DVD or USB key.

Section IV: Additional Information **3** hard copies and **2** soft copies on CD, DVD or USB key.

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

If the Offeror is simultaneously providing copies of its offer using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

Canada requests that offerors follow the format instructions described below in the preparation of hard copy of their offer:

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

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](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, Offerors 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.

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Section I: Technical Offer

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

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Annex B, Basis of Payment.

3.2 Electronic Payment of Invoices - Offer



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

- ☐ 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 Annex "D" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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

3.3 Exchange Rate Fluctuation Risk Mitigation

1. The Offeror may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Offeror claims for an exchange rate adjustment, this request must be clearly indicated in the offer at time of bidding. The Offeror must submit form [PWGSC-TPSGC 450](#) , Claim for Exchange Rate Adjustments with its offer, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.
2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Offeror and which are to be included in the adjustment amount.
3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).
4. At time of bidding, the Offeror must complete columns (1) to (4) on form [PWGSC-TPSGC 450](#) , for each line item where they want to invoke the exchange rate fluctuation provision. Where offers are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
5. Alternate rates or calculations proposed by the Offeror will not be accepted for the purposes of this exchange rate fluctuation provision.

If the exchange rate fluctuation risk mitigation is requested, the exchange rate will be adjusted once a year based on the clause above.

Section III: Certifications

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

Section IV: Additional Information

Offerors to provide additional information

3.4 Delivery Offered

While delivery is requested as indicated herein, the best delivery that could be offered is **(Offeror to insert information)**.

3.5 Offeror's Representative

Name and telephone number of the person responsible for: **(Offeror to insert information)**

General enquiries

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

Delivery follow-up

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

3.6 Security Clearance

The Company Security Officer must ensure through the Contract Security Program that the Offeror and proposed individual(s) hold a valid security clearance at the required level, as indicated in Part 6 – Security, Financial and Other Requirements.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.
- (c) The evaluation team will complete as applicable the mandatory and technical evaluations, including those that are point rated, by using the following process:

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Each offer will be reviewed for compliance with the mandatory requirements of the request for standing offer. Offers that do not comply with each and every mandatory requirement will be considered non-responsive and be disqualified.

The mandatory requirements are as follows:

- (a) Offerors must demonstrate compliance with all functionalities in Annex A – Statement of Work (SOW)
- (b) Attachment 1 to Part 4 - Mandatory Technical Criteria Evaluation

All supporting documentation must be submitted with the offer.

4.1.1.2 Point Rated Technical Criteria

The Technical Offer will be evaluated and scored in accordance with Attachment 2 to Part 4 - Point Rated Technical Evaluation Criteria and Scoring Grid.

Documentation must be submitted by the Offeror to demonstrate the applicable point rated technical criteria.

The technical offers meeting:

- (a) The mandatory technical requirement;
- (b) A minimum of 65% on the point rated criteria; and
- (c) The minimum environmental criteria.

The evaluation team will then proceed with the Witnessing System Operation evaluation.

4.1.1.3 Witnessing System Operation evaluation

Technical Proposals will be evaluated against the criteria identified under the column "Witnessing System Operation" in Attachment 1 to Part 4, Mandatory Technical Criteria evaluation. The evaluation team will use the Witnessing System Operation to conduct this evaluation

Witnessing System Operation is defined in Annex A – Statement of Work (SOW), Section 1.3 Terminology, Table 1-2 Terms and Definitions.

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Despite the written offer, if Canada determines during a demonstration that the Offeror's proposed solution does not meet the mandatory requirements of this RFSO, the offer will be declared non-responsive. Canada may, as a result of a demonstration, reduce the score of the Offeror on any rated criterion, if the demonstration indicates that the score provided to the Offeror on the basis of its written offer is not validated by the demonstration. The Offeror's score will not be increased as a result of any demonstration.

Canada reserves the right to request demonstration of any technical requirement listed in Annex A.

4.1.1.4 Submission of Samples

The top- rank Offeror (identified after the financial evaluation) must submit a sample of the ICDVS being proposed.

The Sample will be evaluated against the criteria identified under the column "RCMP Lab Testing" in Attachment 1 to Part 4, Mandatory Technical Criteria Matrix. The evaluation team will use the RCMP Lab Testing Compliance Verification Method to conduct this evaluation.

RCMP Lab Testing is defined in Annex A – Statement of Work (SOW), Section 1.3 Terminology, Table 1-2 Terms and Definitions.

The sample must be delivered, at no cost to Canada, to a location specified by Canada, within 3 working days of the Contracting Authority's request. Both delivery and return of the ICDVS are the responsibility of the Offeror in terms of cost and risk of damage. The system will be evaluated in a lab environment representative of operational standards and will not be subjected to any test beyond normal use.

Should Canada determine during the RCMP Lab Testing evaluation stage that the sample is not performing as expected due to product compatibility issues, resulting in interference with existing RCMP equipment, the top-rank Offeror will be given 30 calendar days to tweak the sample in order to resolve the incompatibility issue. The 30 day timeframe is exclusive of shipping time. During the 30 calendar days the top rank Offeror is not restricted to a specific number of times that they may submit the modified sample for re-testing by the RCMP to ensure compatibility. If the top-rank Offeror is unable to resolve the incompatibility issue within the 30 calendar day's timeframe, they will be deemed non-compliant and the next top ranked Offeror will be asked to submit a sample for the RCMP Lab Testing evaluation.

Despite the written offer, if Canada determines as a result of examining the sample that the Offeror's proposed product or solution does not meet the mandatory requirements of this offer solicitation, the offer will be declared non-responsive. Canada may, as a result of examining the sample, reduce the score of the Offeror on any rated requirement, if the examination of the sample indicates that the score provided to the Offeror on the basis of its written offer is not validated by the examination. The Offeror's score will not be increased as a result of examining any sample.

4.1.2 Financial Evaluation

The price of the offer will be evaluated in Canadian dollars, the Goods and Services Tax (GST) or the Harmonized Sales Tax excluded (HST), DDP destination, Canadian customs duties and excise taxes included.

The following Mandatory factors will be taken into consideration in the evaluation of each offer:

- (a) Compliance with the pricing requirements below; et
- (b) Highest Overall Combined Rating Technical Merit (40%) and Bid Price (60%).

The offeror must complete the following table by inserting the price of each item listed, as defined below (in reference to Annex B – Basis of Payment).

FINANCIAL EVALUATION TABLE

ITEM #	DESCRIPTION	UNIT OF MEASURE	FIRM UNIT PRICE FOR INITIAL PERIOD OF 3 YEARS	FIRM UNIT PRICE FOR OPTION YEAR 1	FIRM UNIT PRICE FOR OPTION YEAR 2
01	Basic Configuration	Per unit	\$	\$	\$
02	Enhanced Configuration	Per unit	\$	\$	\$
03	Wireless Configuration	Per unit	\$	\$	\$
	Additional Parts				
04	a) Front-facing/rear-facing camera	Per unit	\$	\$	\$
05	b) Front-facing camera mount	Per unit	\$	\$	\$
06	c) Rear-facing camera mount	Per unit	\$	\$	\$
07	d) Rear-facing camera wiring and cabling	Per unit	\$	\$	\$
08	e) Back-seat camera	Per unit	\$	\$	\$
09	f) Back-seat camera microphone (if not included in the camera)	Per unit	\$	\$	\$
10	g) Wireless microphone	Per unit	\$	\$	\$
11	h) Wireless microphone battery	Per unit	\$	\$	\$
12	i) Wireless microphone docking station	Per unit	\$	\$	\$
13	j) ICDVS Controller	Per unit	\$	\$	\$
14	k) ICDVS audio-video monitor	Per unit	\$	\$	\$
15	l) ICDVS digital recorder	Per unit	\$	\$	\$
16	m) ICDVS removable storage media	Per unit	\$	\$	\$
17	n) ICDVS radar interface cables	Per unit	\$	\$	\$
18	o) ICDVS Radar Interface cables kit for Stalker Dual SL	Per unit	\$	\$	\$
19	p) ICDVS Radar Interface cables kit for Stalker Dual DSR	Per unit	\$	\$	\$
20	q) ICDVS Radar Interface cables kit for Raptor RP-1 by Kustom Signals Eagle	Per unit	\$	\$	\$
21	r) ICDVS Radar Interface cables kit for Kustom Signals CRS832 Conventional Mode (K-band)	Per unit	\$	\$	\$

22	s) ICDVS Radar Interface cables kit for Kustom Signals CRS833 Multi-Mode (K-band) Raptor PR-1	Per unit	\$	\$	\$
23	t) Hardware / software and wiring/cabling to interface with the MDT/MWS	Per unit	\$	\$	\$
24	Operator Training Session	Per unit	\$	\$	\$
25	Installation Training Session	Per unit	\$	\$	\$
26	Technical Training Session	Per unit	\$	\$	\$
27	Optional additional period of warranty of 1 Year	Per unit	\$	\$	\$
28	Optional additional period of warranty of 2 Years	Per unit	\$	\$	\$
SUBTOTAL			A	B	C
TOTAL OFFER PRICE IS: SUBTOTAL A + SUBTOTAL B + SUBTOTAL C					

4.1.2.1 Basic Configuration includes:

1 front-facing camera and mount, 1 wireless microphone, batteries and docking station, 1 back-seat camera, mount and wired microphone, 1 controller, 1 audio-video monitor, 1 digital recorder, software including Video Management software, removable storage media, all ancillary components (wiring, cabling including radar interface cables, mounting hardware) user guide, installation manual and diagnostic tools, if any.

4.1.2.2 Enhanced configuration includes:

1 front-facing camera and mount, 1 wireless microphone, batteries and docking station, 1 back-seat camera, mount and wired microphone, 1 digital recorder, software including Video Management software, removable storage media, the necessary hardware/software and wiring/cabling to interface with the MDT/MWS, all ancillary components (wiring, cabling including radar interface cables, mounting hardware), user guide, installation manual and diagnostic tools, if any. A controller and an audio-video monitor to be included only if necessary for interfacing with the Mobile Data Terminal (MDT).

4.1.2.3 Wireless configuration includes:

A configuration in order to provide for the wired/wireless export of video recording including all the necessary hardware, software, transmitter, receiver, antenna, cabling and wiring, user guide, installation manual and diagnostic tools, if any.

4.1.2.4 Operator Training includes:

The operator training package must contain at least, but not limited to:

- Basic operating procedures;
- Basic hardware/software trouble shooting procedures;
- Common issues and diagnostics; and.
- Individual training packages must be provided at locations identified at time of Call up.

4.1.2.5 Installation Training includes:

The installation training must be comprehensive for RCMP to install the ICDVS. The installation training must cover at least, but not limited to:

- Basic operating procedures;
- ICDVS components installation instructions;
- Basic hardware/software troubleshooting procedures;

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- d) The use of any diagnostic tool;
- e) ICDVS component replacements; and
- f) Individual training packages must be provided at locations identified at time of Call up.

4.1.2.6 Technical Training includes:

The technical training must be comprehensive for RCMP technical personnel and RCMP Helpdesk personnel to provide front line support for the ICDVS. All necessary hardware and software must be provided and the technical training must cover at least, but not limited to:

- a) ICDVS operating procedures;
- b) Hardware/software troubleshooting procedures;
- c) Recovery of recorded information in the event of a hardware or software failure
- d) The use of any diagnostic tool;
- e) ICDVS reset procedures; and.
- f) Individual training packages must be provided at locations identified at time of Call up.

4.2 Basis of Selection

4.2.1 Highest Overall Combined Rating Technical Merit (40%) and Bid Price (60%)

To be declared responsive, an offer must:

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

Offers not meeting (a) or (b) or (c) will be declared non-responsive.

The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 40 % for the technical merit and 60% for the price.

To establish the technical merit score, the overall technical score for each responsive offer will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 40%.

To establish the pricing score, each responsive offer will be prorated against the lowest evaluated price and the ratio of 60%.

For each responsive offer, the technical merit score and the pricing score will be added to determine its combined rating.

Neither the responsive offer obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive offer with the highest combined rating of technical merit and price will be recommended for award of a standing offer.

Example: The table below illustrates an example where all three offers are responsive and the selection of the offeror is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 100 and the lowest evaluated price is \$50,000.

In this example Offeror 2 has the highest total score.

Highest overall combined rating technical merit (40%) and Price 60%)			
	Offeror 1	Offeror 2	Offeror 3
Technical Points (Maximum 100)	75	90	70
Total Offer Price	\$60,000.00	\$55,000.00	\$50,000.00

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Result	Technical points	Price points	Total Points
Offeror 1	$(75/100) \times 40 = 30.00$	$*50,000/60,000 \times 60 = 50.00$	80
Offeror 2	$(90/100) \times 40 = 36.00$	$*50,000/55,000 \times 60 = 54.54$	90.54
Offeror 3	$(70/100) \times 40 = 28.00$	$*50,000/50,000 \times 60 = 60.00$	88

*Represents the lowest priced responsive proposal.

In the event that two or more offers attain the same lowest price per point, the offer which obtained the highest cumulative points for the Point Rated Technical Evaluation Criteria will become the top-ranked offeror.

The responsive offer with the highest total points score will be recommended for award of a contract.

Neither the responsive offer obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive offer with the highest combined rating of technical merit and price will be recommended for award of a contract.

Attachment 1 to Part 4 - Mandatory Technical Criteria evaluation

In Car Digital Video System (ICDVS)	Technical requirements	Compliance Verification Method			
		Manufacturer's documentation review		Witnessing system operation	RCMP lab testing
		Illustration	Certification		
2.1.1.1. The ICDVS System must work, be complete and be compliant with all of the requirements as detailed in the RFP.					X
2.1.1.2 The next generation of ICDVS must not interfere with, or be subject to interference from, RCMP in-car vehicle equipment currently in use such as speed measuring radars or lasers, computers and accessories, radios, breath alcohol measuring equipment and standard police emergency equipment (light/siren).					X
2.1.1.3 The ICDVS must be interoperable with current RCMP server and platform standards.					X
2.2.1.1 The ICDVS basic configuration must consist of one front-facing camera, one backseat camera, one wireless microphone, one wired microphone, one controller, one digital recorder, one video monitor, one audio monitor with all the necessary ancillary components including the video management software and diagnostic tools, if any.		X (drawing or diagram)			
2.2.1.2 The ICDVS basic configuration must provide audio/video recordings on removable solid state storage media, the capacity of which is at least 256 GBx				X	
2.2.1.3 The ICDVS basic configuration must be capable of operating an additional camera that is rear facing			X specification sheet		
2.2.1.4. The ICDVS must accommodate a second wireless microphone and its docking station.				X	
2.2.1.5. The basic ICDVS hardware and software configuration must be upgradable to the enhanced configuration.		X		X	
2.2.1.6. The basic ICDVS hardware and software configuration must be adaptable to the enhanced configuration.				X	
2.2.2.1 The ICDVS enhanced configuration must provide the same capabilities as the ICDVS basic configuration.				X	
2.2.2.2 The ICDVS enhanced configuration must include a Graphical User Interface (GUI) to operate with the existing vehicle MDT/MWS to provide the full ICDVS control and viewing capability.					X
2.3.1.2. The ICDVS audio/video monitor must include a system speaker to provide monitoring of live audio from the wireless microphone as well as of recorded sounds during the playback mode.				X	

2.3.1.4. All ICDVS cameras must provide a minimum vertical image resolution of 720 pixels		X	specification sheet		
2.3.2.1. ICDVS front-facing camera (including the lens but not the cabling) must not exceed 570 grams in weight				X	
2.3.2.2. The ICDVS front-facing camera must be capable of providing a usable image with a minimum illumination of 1 lux.					X
2.3.2.3. The ICDVS front-facing camera must be mounted near the rear view mirror to provide minimal obstruction of driver's vision.	X (diagram)			X	
2.3.2.4. ICDVS recordings from the front-facing camera must be capable of ensuring the legibility of license plates at least out to a distance of 4 .8 m (16 feet) from the cameras.				X	
2.3.2.5. ICDVS front-facing camera (including the lens and mounting hardware but not the cabling) must not exceed the following dimensions: 8.9 cm (3.5 inches) in width, 8.9 cm (3.5 inches) in height and 16.5 cm (6.5 inches) in depth.				X	
2.3.2.6. The ICDVS front-facing camera assembly (camera and lens) must be equipped with:				X	
a. autofocus					
b. re-focus (to the default focus)					
c. automatic exposure					
d. automatic white balance					
e. automatic and manual focus capabilities (operator selectable)					
f. backlight setting that reduces glare and bleed from outside lighting					
g. minimum zoom performance equivalent to 10X optical lens and 4X digital					
2.3.2.7. The ICDVS front-facing camera must provide a minimum field of view of at least 60 degrees with all optional zoom settings at the full wide angle view.					X
2.3.2.9. The ICDVS front-facing camera must allow rotation of 360° on its mount in a horizontal plane or 180° in either direction from the forward-facing position (i.e., manual pan and tilt capability) without requiring the use of any tools.				X	
2.3.2.10. The front-facing camera position is not to shift position without intentional intervention from the operator				X	
2.3.2.11. The front-facing camera must have optical image stabilization to compensate for car movement on gravel roads and uneven pavement in recordings.		X	specification sheet		
2.3.2.12. The front-facing camera must be permanently affixed to the police vehicle.					
2.3.3.1. The ICDVS backseat camera must be able to provide a focused image with a field of view of 127 cm (50 inches) at an object distance of 76.2 cm (30 inches).		X	specification sheet		

2.3.3.2. The ICDVS backseat camera must have infrared illumination capabilities so as to meet the requirements of paragraph 2.3.3.1 in total darkness.		X	specification sheet		
2.3.3.3. The ICDVS backseat camera must have a signal-to-noise ratio of at least 46db.		X	specification sheet		
2.3.3.4. The backseat camera must have image stabilization to compensate for car movement on gravel roads and uneven pavement in recordings.		X	specification sheet		
2.3.3.5. The backseat camera must be permanently affixed to the police vehicle.				X	
2.3.5.1. Each wireless microphone audio stream must have its own respective audio channel within the front-facing and rear-facing (if available) camera recording(s).		X	specification sheet		
2.3.5.2. The ICDVS wireless microphone must have the capability of muting its audio capture while continuing to capture the remaining DME items.				X	
2.3.5.3. The wireless microphones must be equipped with a mounting device to allow the microphone to be placed anywhere on the officer's uniform				X	
2.3.5.4. The ICDVS microphone and transmitter must be incorporated within the same enclosure.				X	
2.3.5.5. Each wireless microphone transmitter must be equipped with an in-vehicle docking station that synchronizes the operating transmitter frequency to the mobile video system and recharges the wireless microphone batteries.				X	
2.3.5.6. Once synchronized as described in paragraph 2.3.5.5, the wireless microphone receiver must only accept audio from that transmitter without any manual configuration by the operator.					X
2.3.5.7. The ICDVS wireless microphones must contain a memory-free rechargeable battery.		X	specification sheet		
2.3.5.8. The rechargeable battery must have an undocked minimum standby time of 12 hours (passive mode) and a minimum talk time of 5 hours (active mode).		X	specification sheet		
2.3.5.9. The ICDVS wireless microphone/transmitter assembly must transmit within frequency bands approved by Innovation Science and Economic Development Canada (ISM Spectrum Management).		X	specification sheet		
2.3.5.10. The ICDVS wireless microphone and transmitter assembly must transmit intelligible audio to the vehicle-mounted recorder and monitor at a minimum range of 300 meters (1,000 feet), line of sight under unobstructed conditions and with no interference.					X

2.3.5.11. The ICDVS wireless microphone and transmitter assembly must be able to activate audio and video recording from the remote transmitter.			X	
2.3.5.12. The ICDVS wireless microphone transmitter must include an omnidirectional antenna internal to the enclosure.		X specification sheet		
2.3.5.13. The ICDVS wireless microphones must be capable of capturing sounds greater than or equal to thirty decibels (30 dB) sound pressure level at a distance of one meter within the frequency range of 200 to 4,000 Hz and must have a minimum dynamic range of 96 dB.		X specification sheet		X
2.3.5.14. The wireless microphones must be able to automatically turn on when the recording device is activated and off when the recording device is deactivated.			X	
2.3.5.15. The audio transmitted from the wireless microphones must use a digital transmission protocol (e.g., Digital Spread Spectrum [DSS], Frequency Hopping Spread Spectrum [FHSS], Octagonal Frequency Division Multiplexing [OFDM]) so as to provide no noticeable distortion of the signal or emphasis or de-emphasis of frequency within the frequency range captured.		X specification sheet		
2.3.6.1. The wired microphone audio stream must have its own audio channel within the backseat camera recording.		X specification sheet		
2.3.6.2. The ICDVS must incorporate a wired microphone mounted in the vehicle			X	
2.3.6.3. The ICDVS wired microphones must be capable of capturing sounds greater than or equal to thirty decibels (30 dB) sound pressure level at a distance of one meter within the frequency range of 200 to 4,000 Hz and must have a minimum dynamic range of 96 dB.		X		X
2.3.6.4. Once installed, the rear microphone must withstand a kick, grab, spit and other biological fluids.		X specification sheet		
2.3.7.1. The ICDVS record button on the controller must activate even if officers are wearing gloves.			X	
2.3.7.2. The buffering function of the ICDVS recorder must capture a minimum of 60 seconds of pre-event video.			X	
2.3.7.3. The buffering function of the ICDVS recorder must be capable of capturing a minimum of 60 seconds of post-event video.			X	
2.3.8.1. The ICDVS recording device must not exceed the following dimensions:			X	
Width: 18.4 cm (7.25 inches); Height: 5.1 cm (2 inches); and Length: 20.3 cm (8 inches).				
2.3.8.2. The ICDVS recording device must alert the operator when removable solid state storage media is not inserted into the recorder.			X	

2.3.8.3. The ICDVS recording device must be capable of being physically mounted in the vehicle, following the ICDVS manufacturer's recommendations, to prevent removal without tools and deter theft of the device. DVR must be able to be mounted in vehicle for security reasons.				X	
2.3.8.4. The ICDVS recording device must be mountable in the vehicle trunk as well as in the vehicle cockpit (e.g., in a ceiling console, in a console between front seats or in the glove compartment).	X diagram				
2.3.8.5. The ICDVS must be capable of minimum recording 12 uninterrupted hours at a minimum frame rate equivalent of 30 ± 2% frames per second per camera.					X
2.3.8.6. The ICDVS must allow the recording device to store all data relevant to an individual incident in one file or directory					X
2.3.8.7. The removable solid state storage media must be secured using a locking mechanism that prevents unauthorized removal of the media from the in-vehicle recording device.				X	
2.3.8.8. If the ICDVS is equipped with internal storage media it must be a commercially-available product of a non-proprietary format with a storage capacity of at least 200 GB. Storage media containing data will not be returned to the contractor under warranty replacement for security reasons. These drives will be removed from the ICDVS prior to being shipped back for any warranty repair to be done by the contractor. All drives/storage media must be easily removable.		X specification sheet			
2.3.8.9. If a storage media (removable or internal) is found to be defective during the warranty period it will be replaced, by the contractor, via the warranty upon their receipt of an affidavit from the RCMP attesting to the defective state of the storage device. This process allows the RCMP to maintain continuity of any information contained on the defective device.		X specification sheet			
2.3.8.10. Data must be compatible with a Windows operating system directory structure and format (e.g., FAT32, NTFS)		X			
2.3.8.11. All data recorded on removable storage media or internal storage media must be encrypted to a standard acceptable by the Department Security Branch of the RCMP.					X
2.3.9.1. The ICDVS video monitor must be a color monitor.				X	
2.3.9.2. The ICDVS color monitor must not exceed 27.9 cm (11 inches) measured diagonally including the frame around the display.				X	
2.3.9.3. The ICDVS monitor must be capable of displaying a live picture from the system cameras when the system is on (even if recording is not in progress).				X	
2.3.9.4. The ICDVS video monitor must be robust and durable to withstand the demands of a rugged police environment. The video monitor must absorb impacts from police equipment ex. Patrol carbine, metal notebooks, and other equipment.		X specification sheet			
2.3.9.5. The ICDVS video monitor diagonal dimension, including the outside frame, is not to exceed 35.8 cm (14.1 inches) when the monitor, controller and recorder are combined in a single component.				X	
2.3.10.1. The ICDVS must contain a readily accessible control to adjust the volume of the system speaker.				X	

2.3.11.2. The contractor must provide at no additional cost software that runs on a workstation or laptop for storage and management of the In Car Video. This software must be compatible with Microsoft Windows 7 or higher.					X
2.3.11.3. The contractor must provide, at no additional cost, software that runs on a server and will support a Wifi connection and upload from the police car.					X
2.3.11.4. The ICDVS video management software must be capable of exporting metadata along with audio/video recordings.					X
2.3.11.5. The ICDVS video management software must have the capability to display the date/time of DME creation captured in the metadata during playback. The date/time is to be captured in the metadata and displayed as overlay to video images during playback and not embedded in the video images so as not to overwrite image information.					X
2.3.11.6. The ICDVS video management software must have the capability to selectively display the following items captured in the metadata during playback: a) operator identification information b) vehicle identification information c) emergency light indication d) siren indication e) brake indication f) crash indication g) system status indicators (video recording on/off, microphone(s) on/off) h) target speeds (in km/h) from RCMP radar systems i) calibrated patrol speeds (in km/h) NOTE: The items are to be captured in the metadata and displayed as overlay to video images during playback and not embedded in the video images so as not to overwrite image information.					X
2.3.11.7. The ICDVS video management software must be capable of creating an Audit Log readable in a non-proprietary text reader such as Windows, WordPad, or Notepad.					X
2.3.11.8. The ICDVS video management program must allow case management for both Active and Archival Storage on standalone, networked, and server-based computers.	X schematic				
2.3.11.9. The video management program must allow for: a) Indexing and query of captured metadata. b) Assigning, overwriting, modifying and monitoring purge due date. c) Automatically purging records with expired due dates					X
2.3.11.10. If the original DME provided by the ICDVS is not in a Windows Media Player-compatible format (i.e., that is readable and playable without the need for proprietary codecs, players, or viewers available from only the system manufacturer), the ICDVS video management software must provide a method of obtaining a Windows Media Player-compatible format of the DME.	X			X	
2.3.11.11. If the DME file is converted to be compatible with Windows Media Player, the DME file is to consist of the video and audio file and superimposed data, if any.				X	

2.3.11.12. All additional data from the converted DME file captured in a separate metadata file or Audit Log is to be viewable in a non-proprietary text reader such as Windows WordPad or Notepad.				X		
2.3.11.13. The ICDVS conversion mechanism, when used, must provide an accurate representation of images, sounds and metadata recorded in a manner without loss.						X
2.3.12.1. Each ICDVS must provide an office charger and an in vehicle charger for each wireless microphone				X		
2.3.13.1. The ICDVS must include the necessary cables to interface with the RCMP's current awarded Radar systems.						X
2.3.13.2. The radar interface cable must be a minimum length of a 3.5 Meters (137.8 inches) and custom fit for the RCMP's current awarded Radar systems.				X		
2.3.14.1. The Active Storage and the Archival Storage of ICDVS recordings must operate with Windows 7 or higher.						X
2.4.1.1. The ICDVS wired/wireless capability must consist of all the components and capabilities of the ICDVS basic or enhanced configuration while having the capability to export DME wired/wirelessly from the vehicle to the Active or Archival Storage server.	X	diagram				X
2.4.1.2. In both the basic configuration and in the enhanced configuration, the system must be able to export the audio/video both wired and wirelessly to the Archive or Archival Storage server.	X	Schematic				X
2.4.1.3. The ICDVS wireless network export devices must transmit within frequency bands approved by Innovation Science and Economic Development Canada (ISM Spectrum Management).			X	specification sheet		
2.4.1.4. During a wired/wireless data export, particularly following communication interruptions, the system must ensure that the DME on the ICDVS Active Storage is an exact duplicate to any data on the recorder prior to the information being marked for deletion from the recorder.			X			X
2.4.1.5. A wired/wireless network used to export the DME from the ICDVS recorder to Active Storage must create a secure connection for the DME to be exported in compliance with RCMP Departmental Security Branch standards for computer network security. Wireless technology such as 802.11 WiFi must utilize enterprise class security measures including digital certificates (EAP-TLS) for authentication. Certificates must be compatible with the public key infrastructure employed by the RCMP.			X			X
2.4.1.6. A wired/wireless network used to export the DME from the ICDVS recorder to Active Storage must create a secure connection for the DME to be exported using IEEE - 802.11ac or better.			X	specification sheet		X
2.4.2.1. The ICDVS must provide the following minimum media diagnostics. a) Indicate the amount of storage space remaining on the media; and b) The ICDVS must provide an audible alarm when available storage is less than 45 minutes. c) The ICDVS must provide a visual alert when available storage is less than 45 minutes.				X		
2.4.2.2. The ICDVS must perform a diagnostic to detect malfunction or loss of functionality of the recorder, cameras and display.				X		

a) The diagnostic must be performed on system start up and periodically thereafter.					
b) Any malfunction or loss of functionality of the recorder, cameras, or display must be documented in the system audit log.					
2.4.2.3. The ICDVS must perform a diagnostic to detect malfunction or loss of functionality of microphones on system start up. and periodically thereafter.				X	
2.4.2.4. The ICDVS must have wireless capability for automated deployment of firmware and configuration updates.			X		
2.4.2.5. The ICDVS must have wireless capability for RCMP technicians to remotely collect diagnostic information from the ICDVS.			X		X
2.4.3.1. The ICDVS Audit Log must contain, as a minimum:					
a) the identification of person or system receiving the export when DME is wired/wirelessly exported;				X	
b) the time and date of the export when DME is wired/wirelessly exported;					
c) the verification check performed and logged to validate the DME immediately prior to the DME is exported when DME is wired/wirelessly exported;					
d) the identification of the source of the DME (operator's name or vehicle identification);					
e) the date and time of event;					
f) manual text entries					
The ICDVS Audit Log must contain system-level details:				X	
a) the recording device manufacturer					
b) the recording device model number					
c) the hardware manufacturer					
d) the hardware model number					
e) the software version					
f) the system boot up status					
g) the system power on status					
h) recording full status					
i) camera failure					
j) microphone failure					
k) system ready					
2.4.3.3. The audit log functionality of the ICDVS system must allow an end user to demonstrate the evidentiary integrity of the DME throughout its life cycle. That is to say, from initial recording, to final export for disclosure, including any processes in between that could alter the content of the DME. This could include copying, moving, concatenating, transmitting, encrypting/decrypting, or other processes. The audit log functionality must utilize industry-standard cryptographic methods specifically designed for the authentication of digital data including, but not limited to, MD5 or SHA1 hash values to uniquely identify and authenticate the DME files. The process of demonstrating the digital integrity of any DME produced by the ICDVS system must not be unduly technical in nature			X	specification sheet	X

and should be possible to accomplish by non-technical end users using features built into the ICDVS system					
2.4.4.1. RCMP police vehicles utilize high-powered mobile two-way radio transmitters as well as other transmitting communications devices. This high level of electromagnetic radio frequency energy has been known to affect the operation of electronics not designed with sufficient protection against external transmitting sources. The ICDVS must maintain consistent audio/visual recording quality while subject to interference from the following sources: a) High-powered radio frequency transmissions b) Other radio frequency interference (including UHF, VHF, and HF transmitters) c) Automobile mechanical and electrical systems d) Other patrol vehicle electrical systems to include radios, emergency lights, sirens, mobile data computers, and speed measuring devices e) High-voltage power line, traffic signals, neon signs, etc.					X
2.4.4.2. When in operation, the ICDVS must not generate electromagnetic interference or radiation that interferes with communications within RCMP police vehicle.					X
2.4.4.3. The police radio communications system is critical to RCMP operations, public and police officer safety. As such, it is imperative that any electronic devices installed or utilized in a police vehicle be designed such that any effects of radio frequency disturbances are eliminated or controlled so as not to interfere with police two-way radios or other sensitive electronic devices. Protection must be provided within the following Innovation Science and Economic Development Canada radio frequency bands used for two-way radio communications: a) ISEDC SRSP 500: 138 to 144 MHz and 148 to 174 MHz bands b) ISEDC SRSP 501: 406 to 430 MHz and 450 to 470 MHz bands c) ISEDC SRSP 502: 806 to 824 MHz and 851 to 869 MHz bands d) ISEDC SRSP 511: 768 to 776 MHz and 798 to 806 MHz bands			X		X
2.4.4.4. The ICDVS must be capable of recording the target vehicle and the patrol car speeds in kilometer per hour (km/h) captured by the following speed measuring devices used by the RCMP: a) Raptor RP-1, manufactured by Kustom Signals, Inc b) Stalker Dual SL, manufactured by Applied Concepts, Inc c) Stalker Dual DSR, manufactured by Applied Concepts, Inc					X
2.4.4.5. The ICDVS software and hardware must properly interface with the RCMP speed measuring devices when using the ICDVS Radar Interface Cables.					X
2.4.5.1. Loss of operating power or disconnection from the vehicle battery up to 60 hours must not result in the ICDVS requiring reprogramming.					X
2.4.5.2. Sudden ICDVS failure must not cause loss of any recorded information up to the point of failure.					X

2.4.5.3. Any ICDVS malfunction or loss of functionality of the recorder, cameras, display or microphones must be indicated to the operator immediately.					
2.4.6.1. The ICDVS recording functions must be activated by any of the following methods: a) Operator activates the "record" button b) Activation of the emergency lights or sirens c) Operator activates the "record" button on the wireless microphone transmitter d) Activation on vehicle crash producing forces of 5g or greater e) Patrol speed exceeds RCMP parameters.			X	Certification for vehicle crash forces	
2.4.6.2. It must be impossible to edit or delete recordings from within the vehicle.			X		
2.4.6.3. The ICDVS must be capable of simultaneously and synchronously recording a minimum of three video streams and a minimum of two audio streams.			X		
2.4.7.1. Any overlaid displayed items must not overwrite image information.					X
2.4.7.2. The pre and post event video must be configurable to 60 seconds.			X		
2.4.7.3. The extent of duration of the ICDVS pre-event and post-event video must only be configurable by the system administrator.			X	Compliance statement	
2.4.7.4. The ICDVS must have the capability to restrict access to the critical programming/configuration functions (such as time/date features) to the system administrator.			X	Compliance statement	
2.4.7.5. The ICDVS must have the capability of preventing the erasing, altering, and/or recording over of previously recorded information from in-vehicle ICDVS components until the DME has been exported and safeguarded.			X		
2.4.7.6. The automatic crash activation function must not be tied into any of the vehicle systems (i.e., air bags).			X		
2.4.7.7. The ICDVS must date/timestamp the DME file creation.				X	
2.4.7.8. All in-vehicle ICDVS time references (e.g., DME, date/timestamp, recorder functions) must utilize an automatic, single-source and accurate method of date/timekeeping.			X		
2.4.7.9. The ICDVS must have GPS-based time correction.			X		
2.4.7.10. The ICDVS must be self-adjusting for regional daylight saving time and leap year variance.			X		
2.4.7.11. Truncated recordings from a single event must be played back as one continuous recording by the player, without requiring post processing.			X		
2.4.7.12. The ICDVS must provide an original DME.			X		
2.4.7.13. All metadata must be readable in a non-proprietary text reader such as Windows, WordPad, or Notepad.					X
2.4.7.14. The ICDVS Graphical User Interface (GUI) must be capable of operating on the RCMP approved in car police computer such as: Panasonic Toughbook equipped with Windows 7 or 10.					X

2.5.1. The in-vehicle ICDVS equipment must operate within the range of temperatures between -40 and +50 degrees Celsius without the use of environmental control housing.				
2.5.2. All ICDVS in-vehicle components must meet successfully the following MIL-STD version 810-F, IP or equivalent standard. Test results from an accredited test laboratory or an accredited engineer demonstrating compliance to the 810-F and IP tests described below must be submitted with the technical offer:				
2.5.2.1. Temperature – Storage				
2.5.2.1.1. The system must meet the requirements of MIL-STD-810F, method 501.4, Procedure I for High Temperature.				
2.5.2.1.2. The system must meet the requirements of MIL-STD-810F, method 502.4, Procedure I for Low Temperature.				
2.5.2.2. Temperature – Operation				
2.5.2.2.1. The system must meet the requirements of MIL-STD-810F, method 501.4, Procedure II for High Temperature.				
2.5.2.2.2. The system must meet the requirements of MIL-STD-810F, method 502.4, Procedure II for Low Temperature.				
2.5.2.3. Humidity				
2.5.2.3.1. The system must meet the requirements of MIL-STD-810F, method 507.4 for Humidity.				
2.5.2.4. Drop Resistance				
2.5.2.4.1. The system must meet the requirements of MIL-STD-810F, method 516.5, Procedure IV for Drop Resistance.				
2.5.2.5. Vibration				
2.5.2.5.1. The system must meet the requirements of MIL-STD-810F, method 514.5, Procedure I, Category 24 for Vibration.				
2.5.2.6. Dust Resistance				
2.5.2.6.1. The system must meet the requirements of MIL-STD-810F, method 510.4, Procedure I or meet the requirements of the IP 54 Standard.				
2.5.2.7. Water Resistance				
2.5.2.7.1. The system must meet the requirements of MIL-STD-810F, method 506.4, Procedure III or meet the requirements of the IP 54 Standard for water resistance.				
2.6.1. The power available to the ICDVS must be considered raw and unfiltered. The ICDVS must provide the means to filter and regulate its power source and to protect against short-circuiting.	X			
2.6.2. The ICDVS must operate within the minimum vehicle power fluctuation range of 7.0 to 18.0 volts.	X	specification sheet		
2.6.3. The ICDVS continuous current draw must be no more than 4 amps at 12 volts while operating 1 front-facing rear-facing camera, 1 backseat camera and microphone, 2 wireless microphones, 1 audio/video monitor, 1 controller and 1 recorder.				X

2.6.4. The ICDVS must be protected against damage from input of stray voltage, overpower, reverse polarity and electrical transients.		X			
2.6.4.1. Abrupt loss of DC input power while in normal operation must not cause damage to the ICDVS or render it unable to function properly upon restoration of input power		X			X
2.6.5. The contractor will work with the RCMP to develop installation procedures appropriate for each vehicle platform, currently in use by RCMP National Fleet, that will receive a video system.		X	Compliance statement		
2.6.5.1. The ICDVS must operate correctly when installed in a vehicle that has been provisioned according to RCMP National Fleet fit-up standards.					
2.6.5.2. The ICDVS must not require significant alterations to the standard automotive electrical environment in an RCMP vehicle in order to operate reliably.					
2.7.1. Each ICDVS primary and secondary battery must comply with UL 1642, Lithium Batteries and/or UL 2054, Household and Commercial Batteries or UL 60950-1, Standard on Information Technology Equipment Safety.		X	Compliance statement		
2.7.2. ICDVS component carried on the officer's person must meet Underwriters Laboratories Standards for electrical shock, electrocution and burn prevention.		X			
2.7.3. ICDVS component worn or carried by the officer must be of smooth construction, properly rounded or chamfered to avoid injury.				X	
2.7.4. ICDVS components must be free of sharp points or edges that could cause injury.				X	
2.7.5. ICDVS clips and retention devices must minimize the possibility of pinch points that could cause injury.				X	
2.7.6. The ICDVS parts that can come into contact with human skin must not be allowed to reach a temperature capable of causing a burn injury.		X			
2.8.1. The bidder must make available at no additional cost the proposed hardware and software so that it may be tested by the RCMP in a laboratory setting. It will be the responsibility of the bidder to correct any deficiencies identified by this testing.					X
2.9.1. The ICDVS and its components must not be required to be installed in any original vehicle manufacturer's designated airbag deployment zone.	X		Illustration		
2.9.2. The ICDVS contractor must provide the necessary brackets, mounting hardware and installation instructions to ensure the manufacturer's equipment is installed in accordance with all appropriate Federal Motor Vehicle Safety Standards				X	
2.9.3. If the ICDVS is to be mounted overhead, the mounting bracket for the control panel must not require any holes or cuts to the interior headliner unless the hole(s) or cuts are necessary for solidity and security reasons. If hole(s) or cuts to the headliner are required, the contractor must provide materials necessary to give the headliner a finished look.	X		illustration		
2.9.4. When installed in accordance with the manufacturer's instructions, ICDVS equipment must be located to minimize interference with the driver's view.				X	
2.9.5. When installed in accordance with the manufacturer's instructions, ICDVS equipment must be located to minimize interference with the front-seat passenger's view.				X	

2.9.6. The installed ICDVS must not interfere with any of the controls of other electronic systems of the RCMP vehicles (e.g., siren controller).				X	
2.9.7. The RCMP police vehicle windshield must not be used as a mounting location for the ICDVS components.				X	
2.10.1. All ICDVS controls and components must be located and designed to minimize driver distraction.				X	
2.10.2. The ICDVS control graphical user interface (GUI) must be designed and organized to minimize officer workload.				X	
2.10.3. The ICDVS control graphical user interface (GUI) must comprise full functional control of cameras, microphones, and recorder.					X
2.10.4. The ICDVS record button on the control graphical user interface (GUI) must be readily identifiable by size, color, location and/or other design features.				X	
2.10.5. Controls on the ICDVS components must be visible during periods of darkness.				X	
2.10.6. The ICDVS must provide the following controls: a) Power on/off b) Play c) Record start d) Fast forward e) Rewind f) Stop g) Pause h) Zoom in/out i) Autofocus j) Backlight compensation k) Manual focus l) Camera selection				X	
2.10.7. The ICDVS must provide the following indicators: a) System Power on b) Microphone on c) Media inserted and operational with remaining capacity/time available d) Recording e) Fast forward f) Rewind g) Stop h) Time counter i. Diagnostic display showing results (see paragraph 2.4.2.2) ii. Wireless microphone connectivity (synchronization) iii. Wireless microphone record activation status				X	

2.10.8. The ICDVS in-vehicle equipment must have the capability to display the date and time in real-time.				X	
2.10.9. The ICDVS in-vehicle equipment must have the capability to selectively display the operator or vehicle identification information and the following system status indicators in real-time: a) video recording on/off b) microphone(s) on/off c) target speeds (in km/h) from RCMP radar systems d) calibrated patrol speeds (in km/h)				X	
2.10.10. The ICDVS in-vehicle equipment must have the capability to display the date/time of DME creation during playback. The date/time is to be captured in the metadata and displayed as overlay to video images during playback and not embedded in the video images so as not to overwrite image information.					X
2.10.11. The ICDVS in-vehicle equipment should have the capability to selectively display the following items captured in the metadata during playback: NOTE: These items are to be captured in the metadata and displayed as overlay to video images during playback and not embedded in the video images so as not to overwrite image information. a) vehicle identification information b) emergency light and/or siren indication c) brake indication d) crash indication e) system status indicators (video recording on/off, microphone(s) on/off) f) target speeds (in km/h) from RCMP radar systems g) calibrated patrol speeds (in km/h)				X	
2.10.12. Operator controls and buttons must provide for back lighting.				X	
2.10.13. The ability to turn off the back lighting on operator controls and buttons must be provided.				X	
2.10.14. The illumination level must be controllable from off (i.e., no light) to full visibility (i.e., bright light).				X	
2.11.1. The updating/upgrading of ICDVS must not require a connection to the Internet.			X		
2.11.2. The updating/upgrading of ICDVS must be intuitive and achievable by system operators.				X	
2.11.3.1.1. The installation, operation and technical support requirements for the system must be detailed in training courses.			X		
2.11.3.1.2. Because of the availability of the RCMP personnel, the Contractor must be prepared to provide more than one of the following training sessions over a period of few consecutive days (to be determined by the Technical Authority and the Contractor).			X		Compliance statement
2.11.3.2. Installation Training				X	
2.11.3.2.1. The installation training must be comprehensive for RCMP to install the ICDVS. The installation training must cover at least, but not limited to:				X	

a) Basic operating procedures; b) ICDVS components installation instructions; c) Basic hardware/software troubleshooting procedures; d) The use of any diagnostic tool; and e) ICDVS component replacements.					
2.11.3.3. Technical Training 2.11.3.3.1. The technical training must be comprehensive for RCMP technical personnel and RCMP Helpdesk personnel to provide front line support for the ICDVS. All necessary hardware and software must be provided and the technical training must cover at least, but not limited to: a) ICDVS operating procedures; b) Hardware/software troubleshooting procedures; c) Recovery of recorded information in the event of a hardware or software failure d) The use of any diagnostic tool; and e) ICDVS reset procedures.				X	
2.11.3.4. Operator Training 2.11.3.4.1. The operator training package must contain at least, but not limited to: a) Basic operating procedures; b) Basic hardware/software trouble shooting procedures; and c) Common issues and diagnostics.				X	
2.12.1.1. The User Manual must summarize, through text and illustrations, equipment set-up, operations safety and basic servicing. The User Manual must identify key safety and handling precautions.				X	
2.12.2.1. The installation manual must specify the equipment mounting locations				X	
2.12.2.2. The ICDVS manufacturers must provide information in their installation manual that specifies the proper wiring, fuses, connectors, and connection points with the vehicle electrical system and grounding points.	X	diagram			
2.12.2.3. If the ICDVS is to be mounted overhead, the ICDVS manufacturer must specify equipment mounting locations in the installer's guide or owner's manual, or to provide a list of vehicles for which the contractor's systems will meet the Federal Motor Vehicle Safety Standards.				X	
2.12.2.4. The Installation Manual must describe the necessary steps to install the ICDVS in the RCMP police vehicle. As a minimum, the Installation Manual must address the following: a) Brief technical description; b) Data summary (e.g. specifications for the system and replaceable assemblies); c) Equipment set-up and mounting procedures; d) Description of controls and instruments; e) Pre-use testing or inspection; f) Operating procedures; g) Basic diagnosis and/or fault finding;				X	

h) Safety, including personnel and equipment; i) Hazardous material issues associated with the operation and care of the equipment, including the required procedures for handling and disposing of such materials; j) Tools and material required for ICDVS installation; k) Applicable Environmental Health and Safety (EHS) warnings and instructions in direct relation of EHS risks presented in the contents; l) Any other information recommended by the Contractor and agreed upon by Canada.				
2.12.3.1. The Maintenance Manual must cover all issues associated with the operation, care and maintenance, storage as well as personnel and equipment safety. As a minimum, the Maintenance Manual must address the following: a) Brief technical description; b) Data summary (e.g. specifications for the system and replaceable assemblies); c) Equipment set-up and mounting procedures; d) Description of controls and instruments; e) Pre-use testing or inspection; f) Operating procedures; g) Operator maintenance and care; h) Consumable replacement; i) Basic diagnosis and/or fault finding; j) Storage; k) Safety, including personnel and equipment; l) Hazardous material issues associated with the operation and care of the equipment, including the required procedures for handling and disposing of such materials; m) Tools used for Operator maintenance (if any); n) Weight and Measures chart; o) Any post shutdown actions or precautions (closing down drills); p) Operating under unusual conditions; q) Emergency Operating Procedures; r) Operation of Ancillary Equipment; s) Applicable Environmental Health and Safety (EHS) warnings and instructions in direct relation of EHS risks presented in the contents; t) Any other information recommended by the Contractor				X
2.12.4.1. A listing of recommended replacement parts for the ICVS must be provided. The list must break down parts to the level of repairable items. Parts list must include sufficient information to order parts from the OEM including pricing information.				X
2.12.4.2. The replacement parts list must include an installation kit that includes the following: a) All cables; b) Brackets; c) Hardware and supplies; and				X

d)	any other items required for installation of the ICDVS components.				
2.12.4.3.	The replacement parts list must include an Itemized list of all cables and hardware that are available for ordering.				X
2.12.4.4.	The Replacement Parts List must be delivered 60 days after contract award.		X		
2.12.5.1.	The Serial Number Register (SNR) data must be listed in order of shipment dates with the most current shipment date data listed first.		X		
2.12.5.2.	The following column cells must be contained in the register (where applicable) as a minimum:				X
a)	Item No;				
b)	Contract Number;				
c)	Order Number (if applicable);				
d)	Item Description;				
e)	Item Serial No.;				
f)	Quantity in Shipment;				
g)	Shipment Date;				
h)	Destination (as shown on shipping documents);				
i)	Contract Line Item Number (CLIN);				
j)	Invoice No.;				
k)	Item Warranty Expiry Date; and				
l)	Shelf Life				
m)	The Contractor may include any other equipment movement information as deemed warranted.				
2.13.1.	If the authenticity of ICDVS evidence is subject to a legal challenge, or if a technical explanation as to the internal operation of the ICDVS system is required by the court, the contractor will provide a qualified person(s) to give evidence in the manner required.		X	Compliance statement	
2.14.1.	The contractor must warrant that for 36 months (or any other period stated in the contract), the ICDVS and all provided parts (including hardware, accessories and software) will be free from all defects in design, material or workmanship, and will conform to the requirements of the contract.		X		
2.14.2.	The warranty period begins on the date of delivery, or if acceptance takes place at a later date, the date of acceptance.		X		
2.14.3.	In the event of a defect or non-conformance in any part of the ICDVS or provided parts (including hardware, accessories and software) during the warranty period, the contractor, at the request of the RCMP to do so, must repair, replace or otherwise make good at its own option and expense the part of the ICDVS found to be defective or not in conformance with the requirements of the contract within 14 calendar days from receipt		X	Compliance statement	
2.14.4.	During the warranty period, the contractor must pay the transportation cost to and from the RCMP. If no service center is located in Canada, the contractor is also responsible for all others fees (including brokerage fees, customs, duties etc). The delivery point will be specified by the RCMP.		X	Compliance statement	

2.14.5. If the contractor fails to fulfill any obligation described in this warranty section within a reasonable time of receiving a notice, the RCMP will have the right to remedy or to have remedied the defective or non-conforming ICDVS at the contractor's expense. If the RCMP does not wish to correct or replace the defective or non-conforming ICDVS, an equitable reduction will be made in the contract Price.	X	Compliance statement		
2.14.6. If an ICDVS is returned to a service facility more than (3) three times for the same problem within a two (2) year period while under warranty, the ICDVS must be replaced with a new one at the expense of the contractor.	X	Compliance statement		
2.14.7. If an ICDVS or component of an ICDVS is being sent to a service center for repair/replacement under warranty the contractor must, upon being notified that the ICDVS (or component) is being sent for warranty repair/replacement, provide to the RCMP a replacement ICDVS (or component) for use until the original ICDVS (or component) is returned from the service center. The transportation cost, to and from the RCMP, and all other expenses (brokerage, customs, duties, etc) associated with this advance replacement of equipment is the responsibility of the contractor. The delivery point will be specified by the RCMP.	X	Compliance statement		

Attachment 2 to Part 4 - POINT-RATED TECHNICAL CRITERIA AND SCORING GRID

- Offers which meet all the mandatory technical criteria will be evaluated and scored as specified in the table below.
- In order to qualify for the rating process, proposals must respond to the following point-rated technical criteria.
- Offers must receive a minimum technical pass mark of **65%** on the point-rated technical criteria in order to be evaluated on the basis of their Financial Proposal.
- Offers who fail to achieve the technical pass mark will be declared non-responsive and given no further consideration.
- The Offeror may use cross-referencing where applicable.

SOW Para. #	POINT-RATED TECHNICAL CRITERION	Maximum Score (points (pts))	Actual Score (points (pts))
2.2.2.3.	The ICDVS enhanced configuration should operate without the controller and without the monitor of the basic configuration while retaining the functionality of the basic configuration.	/15 pts	pts
2.3.1.1.	The video monitor, the audio monitor and the controller should be combined into a single component.	/10 pts	pts
2.3.1.3.	The backseat camera and the wired microphone should be combined in a single device.	/5 pts	pts
2.3.2.8.	The ICDVS front-facing camera should provide a 180 degree panoramic view	130 degree - 5 pts 140 degree - 10 pts 150 degree - 15 pts 160 degree - 20 pts 170 degree - 25 pts 180 degree - 30 pts	pts
2.3.4.	ICDVS Rear-facing Camera (if proposed)	/15 pts	pts
2.4.1.7.	As an option, in addition to workstation and server based software the contractor may propose a centrally managed off premises storage. The storage may be cloud based however stored data must always reside within the geographic boundaries of Canada. The solution must comply with RCMP and Government of Canada IT Architecture and IT Security approvals.	/15 pts	pts
2.4.7.15.	The ICDVS may provide the capability to allow streaming of audio and video in real time over a commercial cellular network.	/15 pts	pts
2.14.8.	Options to purchase additional periods of warranty coverage should be available.	1 year – 5 pts 2 years – 10 pts	pts
TOTAL POINTS		/115 pts	pts
PASS MARK OF 65%		PASS <input type="checkbox"/>	
		FAIL <input type="checkbox"/>	

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

5.1 Certifications Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all offerors must provide with their offer, **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 the Issuance of a Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror 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 offer 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 property 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 Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 General Environmental Criteria Certification

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

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

Offerors' Authorized Representative Signature

Date

OR

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- B) The Offeror certifies that the Offeror 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 Offeror must indicate which four (4) criteria, as a minimum, are met.

Green Practices within the Offerors' organization	Insert a checkmark for each criterion that is met
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.	

Offerors' Authorized Representative Signature

Date

5.2.3 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror 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-Labour's](https://www.canada.ca/en/employment-social-development/canada-labour/s) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

Canada will also have the right to terminate the Call-up for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Offeror must provide the Standing Offer Authority with a completed annex titled Federal Contractors Program for Employment Equity - Certification, before the issuance of a Standing Offer. If the Offeror is a Joint Venture, the Offeror must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

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5.2.4 Periodic Usage Reports

The Offeror must compile and maintain records on its provision of goods and services to Authorized Users under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

The Offeror must provide this data in accordance with the reporting requirements detailed in the Standing Offer. If some data is not available, the reason must be indicated in the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

The data must be submitted on a quarterly basis to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

- first quarter: April 1 to June 30
- second quarter: July 1 to September 30
- third quarter: October 1 to December 31
- fourth quarter: January 1 to March 31

The data must be submitted to the Standing Offer Authority no later than 30 calendar days after the end of the reporting period.

The offeror hereby accepts the responsibility to submit all required usage reports in accordance to instructions, and furthermore understands that failure to provide usage reports in accordance with instructions may result in the setting aside of the Standing offer and the application of a vendor performance corrective measure.

Company Name

Offeror's Representative Signature

Date

5.2.5 Additional Certifications Precedent to Issuance of a Standing Offer

5.2.5.1 Status and Availability of Resources

The Offeror certifies that, should it be issued a standing offer as a result of the Request for Standing Offer, every individual proposed in its offer will be available to perform the Work resulting from a call-up against the Standing Offer as required by Canada's representatives and at the time specified in a call-up or agreed to with Canada's representatives. If for reasons beyond its control, the Offeror is unable to provide the services of an individual named in its offer, the Offeror may propose a substitute with similar qualifications and experience. The Offeror must advise the Standing Offer Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Offeror: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Offeror has proposed any individual who is not an employee of the Offeror, the Offeror certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Offeror must, upon request from the Standing Offer Authority, provide a written confirmation, signed by the individual, of the permission given to the

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Offeror and of his/her availability. Failure to comply with the request may result in the offer being declared non-responsive.

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

6.1 Security Requirements

1. Before issuance of a standing offer, the following conditions must be met:
 - (a) the Offeror must hold a valid organization security clearance as indicated in Part 7A - Standing Offer;
 - (b) the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7A - Standing Offer;
 - (c) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful Offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.
3. For additional information on security requirements, offerors should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

6.2 Financial Capability

SACC *Manual* clause [M9033T](#) (2011-05-16) Financial Capability

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

Definitions and Interpretation

a) Definitions: In this Standing Offer, a capitalized term shall have the meaning attributed to that term in *General Conditions 2009 Standing Offers – Goods or Services – Authorized Users*, section 01, appended hereto as Annex G or, if not defined therein, and such term is defined in the Standing Offer or in any document forming part of the Standing Offer, that term shall have the meaning attributed to it in the document in which it is defined.

b) Other Interpretative Provisions, unless otherwise indicated:

1. all references to a designated "section" or other subdivision, or to an annex or appendix, are to the designated section or other subdivision of, or annex or appendix to the Standing Offer;
2. the words "herein", "hereof", "hereunder" and other words of similar import refer to the Standing Offer as a whole and not to any particular section or other subdivision of the Standing Offer;
3. the headings are for convenience only and do not form a part of the Standing Offer and are not intended to interpret, define or limit the scope, extent or intent of the Standing Offer or any of its provisions;
4. the singular of any term includes the plural, and vice versa, the use of any term is generally applicable to any gender and where applicable, a corporation, and the word "including" is not limiting whether or not non limiting language (such as "without limitation" or "but not limited to" or words of similar import) is used with reference thereto;
5. words importing persons include individuals, corporations, limited and unlimited liability companies, general and limited partnerships, associations, trusts, unincorporated organizations, and joint ventures;
6. where a word is defined other forms of the word will have the corresponding meaning;
7. any reference to the Standing Offer or to any agreement, or other instrument in writing, or permit, licence or approval is a reference to such agreement or instrument, or permit, licence or approval as amended, modified or replaced from time to time;
8. any reference to a statute, regulation, rule, policy directive or other document listed in this Standing Offer means a reference to such item as it may be varied, amended, supplemented, replaced, enacted, re-enacted or extended from time to time; and
9. all dollar amounts refer to Canadian dollars.

Key Terms

Definitions

In this Standing Offer, unless the context otherwise requires,

“Authorized User”

Means a Federal Identified User and Provincial/Territorial Identified User, as specified in the Standing Offer, authorized to make call-ups against the Standing Offer.

“Federal Identified User”

Means any Federal Government Department, agency or Crown corporation listed in Schedules I, I.1, II, III, of the *Financial Administration Act*, R.S., 1985, c. F-11.

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“Provincial/Territorial Identified User”

Means any Canadian province or territory including, as applicable, Municipal, Academic Institutions, Schools and Hospitals Sector (MASH), to whom the Minister of the Department of Public Works and Government Services can provide access to its procurement services and instruments. The MASH Sector can include regional, local, district or other forms of municipal government, school boards, publicly-funded academic, health and social service entities, as well as any corporation or entity owned or controlled by one or more of the preceding entities, which are identified in the Contract;

“General Information”

The Offeror will provide and deliver to Authorized Users the goods, services or combination of goods and services described in the Standing Offer, in accordance with the pricing set out in this Standing Offer if and when the Authorized User requests such goods, services or combination of goods and services in accordance with the conditions set out in the Standing Offer;

Principal – Agent Relationship

Canada is not acting as an agent for the Provincial/Territorial Identified User nor is the Provincial/Territorial Identified User a principal of Canada.

By submitting an Offer, the Offeror acknowledges that all responsibilities and liabilities associated with the issuance and management of the call-up by the “Provincial/Territorial Identified User” rest with that “Provincial/Territorial Identified User”.

Exclusionary Clause

By submitting an Offer, the Offeror agrees that it has no claim, action, cause of action or complaint whether in contract (express or implied), in negligence or other tort, in equity, under any statute or otherwise at law against Her Majesty the Queen in Right of Canada, and will be barred from bringing any such claim, action or complaint against Her Majesty the Queen in Right of Canada for any damages, compensation, costs, interests, loss, lost opportunity or injury, of any kind or nature, arising from the issuance of a call-up against a Standing Offer and its resulting contract where the call-up is issued by a Provincial/Territorial Identified User. The Offeror recognizes and agrees that by issuing a call-up, the Provincial/Territorial Identified User becomes the Contracting Authority and as such is responsible for any contractual issues, or any other issues related to individual call-ups made against the Standing Offer.

7.1 Offer

7.1.1 The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex "A".

7.2 Security Requirements

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

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 **PROTECTED** information, assets or sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by **CISD/PWGSC**.

3. The Contractor/Offeror **MUST NOT** remove any **PROTECTED** information or assets from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of **CISD/PWGSC**.
5. The Contractor/Offeror must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), attached at Annex C; and
 - b) Industrial Security Manual (Latest Edition).

7.3 Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) 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.

7.3.1 General Conditions

2009 (2018-07-16) General Conditions – Standing Offers – Goods or Services – Authorized Users, apply to and form part of the Standing Offer and are amended as follows:

The following section(s) from General Conditions 2009 apply to Federal Identified Users only:
Section 11 – Integrity Provisions

7.3.2 Standing Offers Reporting

The Offeror must compile and maintain records, on its provision of goods or services or combination of goods and services to Authorized Users under any and all contracts resulting from the Standing Offer. This data must also include all purchases paid for by a Canada acquisition card.

The Offeror must provide this data, in electronic format (Excel spreadsheet format), in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "NIL" report.

The data must be submitted electronically on a quarterly basis to the Standing Offer Authority.

The Quarterly reporting periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31;
- 4th quarter: January 1 to March 31.

7.4 Term of Standing Offer

7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is for 3 years from Standing Offer award date.

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7.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer by up to two (2) additional one (1) year period under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority 30 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

7.4.3 Comprehensive Land Claims Agreements (CLCAs)

The Standing Offer (SO) is for the delivery of the requirement detailed in the SO to the Authorized Users across Canada, including areas subject to Comprehensive Land Claims Agreements (CLCAs).

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Robert (Bob) Dubé
Supply Specialist

Public Services and Procurement Canada
Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate
"HN" Division
L' Esplanade Laurier (LEL)
140 O'Connor Street, East Tower, Room 4133
Ottawa, ON, K1A 0S5

Telephone: **(613) 296-1526**
Facsimile: **(613) 943-7620**
E-mail address: robert.dube@tpsgc-pwgsc.gc.ca

The Standing Offer Authority is responsible for the management of the Standing Offer, (including any extensions, set asides or cancellations). Revisions or amendments to the Standing Offer shall only be authorized in writing by the Standing Offer Authority. The Offeror must not perform work in excess of or outside the scope of the Standing Offer based on verbal or written requests or instructions from anyone other than the Contracting Authority and any work so conducted shall be at the Offeror's sole risk and expense and shall not be charged to any Authorized User unless otherwise agreed to in writing by the Contracting Authority.

Contracting Authorities

If a call-up is issued by:

Federal Identified User:

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The Standing Offer Authority is the Contracting Authority for Federal Identified User Call-ups and resulting Contracts.

Provincial/Territorial Identified User:

The Provincial/Territorial Identified User that issues the Call-up is the Contracting Authority for that Call-up and resulting Contract.

7.5.2 Project Authority

The Project Authority for the Standing Offer is:

(To be completed at time of Standing Offer award)

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

The Project Authority for each resulting contract will be identified in the Call-up issued by the Contracting Authority.

7.5.3 Offeror's Representative

(To be completed at time of Standing Offer award)

For Call-up:

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

For delivery follow-up:

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

7.6 Authorized Users

Federal Identified Users

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The Federal Identified Users authorized to make call-ups against the Standing Offer include any government department, agency or Crown Corporation listed in Schedules I, I.1, II, III, of the **Financial Administration Act**, R.S., 1985, c. F-11.

Provincial/Territorial Identified Users

The following Provincial/Territorial Identified Users are the only entities authorized to make call-ups against this Standing Offer.

- Manitoba
- Nova Scotia
 - IWK Health Centre, NS
 - Municipality of the County of Inverness, NS
 - Municipality of Shelburne, NS
- Ontario
 - City of Toronto, ON

Disclosure of information – Optional Users

“**Optional Users**” are MASH entities that have not been authorized by their respective provinces to issue Call-Ups under the Standing Offer.

“**MASH entities**” are municipal, academic institutions, schools and hospital sectors of a province. They can include regional, local, district or other forms of municipal government, school boards, publicly-funded academic, health and social service entities, as well as any corporation or entity owned or controlled by one or more of the preceding entities.

The Offeror acknowledges that MASH entities that have not been identified as Authorized Users of this Standing Offer (referred to hereinafter as “Optional Users”) may be interested in procuring for their own use the goods, services or both as described in this Standing Offer (referred to hereinafter as “Deliverables”).

In the event that an Optional User contacts the Offeror to purchase some of all of the Deliverables (referred to hereinafter as a “Request”), the Offeror will enter into negotiations with such Optional User. As part of the negotiations, the Offeror will: a) disclose to the Optional User its unit and rate pricing as set out in the Standing Offer, b) disclose all of the other terms and conditions thereof, and c) use commercially reasonable efforts to negotiate with the Optional User a separate agreement for the supply of the Deliverables (referred to hereinafter as “Separate Agreement”).

The Offeror will be responsible for its own contract administration with the Optional User. It will not redirect any contract issues to Canada that may arise with the Optional User. Those contract issues include, but are not limited to, contract negotiations, contract administration and contract performance.

The Offeror will have no power to bind Canada, to create a partnership, a joint venture or an agency between Canada and the Offeror. The Offeror must not represent itself as an agent or representative of Canada to the Optional User.

Canada will not be, or be deemed to be, a party to any Separate Agreement, or a guarantor of any obligations or liability of any party under any Separate Agreement. For greater certainty, Canada will not be responsible or liable to the Offeror for any costs, obligation or liability for any matter arising under, or in connection with, any Separate Agreement.

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Canada makes no representation, assurance, warranty or guarantee that an Optional User will make a Request or that it will enter into a Separate Agreement with the Offeror.

7.7 Call-up Procedures

Authorized Call-ups against this Standing Offer must be made using the duly completed forms identified or their equivalents by methods such as facsimile, electronic mail, or any other medium deemed acceptable by both the Authorized User and the Offeror.

Goods requested by telephone, facsimile, or e-mail must be followed up by issuing a Call-up or equivalent document no later than the next day. These Call-ups are acceptance of the Offer, constituting a contract, for the goods described in the Call-up document.

Call-ups against the Standing Offer paid for with an acquisition card (credit card) at point of sale must be accorded the same prices and conditions as any other Call-up.

Work for the RCMP will be given priority under this Standing Offer. Accordingly, in the event that the business/operational requirements of the RCMP become adversely affected due to call-ups made by other departments/authorities, the Standing Offer Authority, may, at any time, give notice to the Offeror withdrawing authority from such departments/authorities to make call-ups under this Standing offer. Upon receiving such notice, the Offeror will refused any such call-ups until receiving notice to the contrary from the Standing Offer Authority.

7.8 Call-up Instrument

7.8.1 Federal Identified User

The Work will be authorized or confirmed by the Federal Identified User(s) using the duly completed forms, as listed below in paragraph 2, or their equivalents in accordance with paragraph 3 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

1. Call-ups must be made by Federal Identified Users' authorized representatives under the Standing Offer must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
 - PWGSC-TPSGC 942 Call-up Against a Standing Offer
 - PWGSC-TPGSC 942-2 Call-up Against a Standing Offer - Multiple Delivery
 - PWGSC-TPSGC 944 Call-up Against Multiple Standing Offers (English version)
 - PWGSC-TPSGC 945 Commande subséquente à plusieurs offres à commandes (French version)

Or

3. Where an equivalent form or electronic call-up document is used, it must contain at a minimum the following information:
 - standing offer number;
 - statement that incorporates the terms and conditions of the Standing Offer, and acceptance of those terms;
 - description and unit price for each line item;
 - total value of the call-up;
 - point of delivery;

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- confirmation of the Federal Identified User's authority to enter in to a Contract; and
- acceptance of the terms and conditions of the Standing Offer.
- confirmation that funds are available under section 32 of the Financial Administration Act
- allows for collection of the data identified at Annex "B" – Standing Offer Reporting, Article B1, Collection of Data

7.8.2 Provincial/Territorial Identified User

For Call-ups issued by a Provincial/Territorial Identified User, the Work will be authorized using the GC 942-3, Call-Up against a Standing Offer (FPT) form. An electronic sample is attached at Annex "E" – Forms. This form is available through the [PWGSC Forms Catalogue](#) Web site.

Or an equivalent form of electronic call-up document which at a minimum:

- identifies the Standing Offer number;
- identifies the total value of the Call-up;
- includes the unit price for each item on the Call-up;
- identifies a point of delivery;
- includes acceptance of the terms and conditions of the Standing Offer;

Call-ups against the Standing Offer paid for with an acquisition card (credit card) at point of sale must be accorded the same prices and conditions as any other Call-up. Call-ups must be made from authorized representatives of identified users of a province or territory in the standing offer. These must be goods or services or a combination of goods and services included in the standing offer, in accordance with the prices and terms specified therein.

7.9 Limitation of Call-ups

Federal Identified User

Individual call-ups against the Standing Offer must not exceed **\$400, 000.00** (Applicable Taxes included).

Provincial/Territorial Identified User

If a financial limitation applies to a call-up issued by a Provincial/Territorial Identified User, whether that financial limitation applies to an individual basis for each call-up or in the aggregate for all call-ups issued, that financial limitation must be provided by the Provincial/Territorial Identified User issuing the call-up. Where such financial limit is provided to the Offeror by the Contracting Authority of the Provincial/Territorial Identified User then the Offeror shall not accept any Call-up against the Standing Offer which would exceed such financial limitation unless the Contracting Authority has specifically identified that it may do so in writing.

7.10 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of **\$ To be completed at time of Standing Offer award** (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or 2 months before the expiry date of the Standing Offer, whichever

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comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

7.11 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list below, 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 to the extent necessary to resolve such discrepancy.

- (a) the call up against the Standing Offer, including any annexes;
- (b) the articles of the Standing Offer;
- (c) the General Conditions 2009 (2018-07-16) - Standing Offers - Goods or Services – Authorized Users;
- (d) the General Conditions 2015A (2018-07-16) - Goods (Medium Complexity) – Authorized User;
- (e) the supplemental general conditions - Authorized Users:
 - (i) 4003 (2010-08-16) Licensed Software;
 - (ii) 4004 (2013-04-25) Maintenance and Support Services for Licensed Software; and
 - (iii) 4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground Information.
- (f) Annex A, Statement of Work (SOW);
- (g) Annex B, Basis of Payment;
- (h) Annex C, Security Requirements Check List (SRCL);
- (i) Annex D, Electronic Payment Instrument(s);
- (j) Annex E, Federal Contractors Program for Employment Equity – Certification; and
- (k) the Offeror's offer dated _____ (*insert date of offer*), (*if the offer was clarified or amended, insert at the time of issuance of the offer: "as clarified on _____" or "as amended on _____" and insert date(s) of clarification(s) or amendment(s) if applicable*).

7.12 Certifications and Additional Information

7.12.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

7.12.2 Compliance Status of Availability of Resources - Standing Offer

If for reasons beyond its control, the Offeror is unable to provide the services of an individual named in its offer, the Offeror may propose a substitute with similar qualifications and experience. The Offeror must advise the Standing Offer Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Offeror: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Offeror is unable to provide a substitute with similar qualifications and experience, Canada may set aside the standing offer.

7.13 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

7.14 Transition to an e-Procurement Solution (EPS)

During the period of the Standing Offer, Canada may transition to an EPS for more efficient processing and management of individual call-ups for any or all of the SO's applicable goods and services. Canada reserves the right, at its sole discretion, to make the use of the new e-procurement solution mandatory.

Canada agrees to provide the Offeror with at least a three-month notice to allow for any measures necessary for the integration of the Offer into the EPS. The notice will include a detailed information package indicating the requirements, as well as any applicable guidance and support.

If the Offeror chooses not to offer their goods or services through the e-procurement solution, the Standing Offer may be set aside by Canada.

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any Contract resulting from a Call-up against the Standing Offer.

7.1 Requirement

The Offeror must provide the items detailed in the Call-up against the Standing Offer.

Definitions and Interpretation

Definitions. In this Contract, a capitalized term shall have the meaning attributed to that term in General Conditions 2015A – Goods (Medium Complexity) – Authorized User as amended, section 01, appended hereto as Annex G or, if not defined therein, and such term is defined in the Standing Offer or in any document forming part of the Standing Offer, that term shall have the meaning attributed to it in the document in which it is defined.

Other Interpretive Provisions. In the Contract unless otherwise indicated:

1. all references to a designated "section" or other subdivision, or to an appendix or annex, are to the designated section or other subdivision of, or appendix or annex to, the Contract;
2. the words "herein", "hereof", "hereunder" and other words of similar import refer to the Contract as a whole and not to any particular section or other subdivision of the Contract;
3. the headings are for convenience only and do not form a part of the Contract and are not intended to interpret, define or limit the scope, extent or intent of the Contract or any of its provisions;
4. the singular of any term includes the plural, and vice versa, the use of any term is generally applicable to any gender and where applicable, a corporation, and the word "including" is not limiting whether or not non limiting language (such as "without limitation" or "but not limited to" or words of similar import) is used with reference thereto;
5. words importing persons include individuals, corporations, limited and unlimited liability companies, general and limited partnerships, associations, trusts, unincorporated organizations, and joint ventures;
6. where a word is defined other forms of the word will have the corresponding meaning;

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7. any reference to any agreement (including the Standing Offer or Contract), or other instrument in writing, or permit, licence or approval is a reference to such agreement or instrument, or permit, licence or approval as amended, modified or replaced from time to time;
8. any reference to a statute, regulation, rule, policy directive or other document listed in this Contract means a reference to such item as it may be varied, amended, supplemented, replaced, enacted, re-enacted or extended from time to time;
9. all references to day or days, other than Working Days, means calendar days; and
10. all dollar amounts refer to Canadian dollars.

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

2015A (2018-07-16), General Conditions – Goods – Authorized Users (Medium Complexity) apply to and form part of the Contract.

The following sections of 2015A apply to Federal Identified Users only:

Section 27 – Contingency Fees

Section 29 – Integrity Provisions – Contract

Section 31 – Code of Conduct for Procurement contract

2010C (2018-06-21), General Conditions - Services (Medium Complexity) apply to and form part of

The following sections of 2010C apply to Federal Identified Users only:

Section 25 – Contingency Fees

Section 27 – Integrity Provisions – Contract

Section 31 – Code of Conduct for Procurement contract

Section 16 Interest on Overdue Accounts, of 2015A (2018-07-16) will not apply to payments made by credit cards.

Section 13 Interest on Overdue Accounts, of 2010C (2018-06-21) will not apply to payments made by credit cards.

7.2.2 Supplemental General Conditions

4003 (2010-08-16) Licensed Software;

4004 (2013-04-25) Maintenance and Support Services for Licensed Software; and

4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground Information.

apply to and form part of the Contract.

7.2.3 SACC Manual Clauses

B1501C (2018-06-21)

Electrical Equipment

A9068C (2010-01-11)

Site Regulations

A2000C (2006-06-16)

Foreign Nationals (Canadian Contractor)

A2001C (2006-06-16)

Foreign Nationals (Foreign Contractor)

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7.3 Term of Contract

7.3.1 Period of the Contract

The Work must be completed in accordance with the call-up against the Standing Offer.

7.3.2 Delivery Date

Delivery must be completed in accordance with the call-up against the Standing Offer.

7.4 Payment

7.4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price as specified in Annex B – Basis of Payment, DDP Destination (destination to be identified in the call-up) and Applicable Taxes are extra, if applicable.

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for overhead or profit, in accordance with the meal, private vehicle and incidental expense allowances specified in Appendices B, C and D of the *National Joint Council Travel Directive* and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Project Authority.

All payments are subject to government audit.

7.4.2 Limitation of Price

The Authorized User 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.

7.4.3 Method of Payment

H1001C (2008-05-12) Multiple Payments

7.4.3.1 Exchange rate fluctuation adjustment

1. The foreign currency component (FCC) is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuation. The FCC should include all related taxes, duties and other costs paid by the Offeror and which are to be included in the adjustment amount.
2. For each line item where a FCC is identified, Canada assumes the risks and benefits for exchange rate fluctuation, as shown in the Basis of Payment. For such items, the exchange rate fluctuation amount is determined in accordance with the provision of this clause.
3. The total price paid by Canada on each invoice will be adjusted at the time of payment. The exchange rate adjustment amount will be calculated in accordance with the following formula:
$$\text{Exchange rate adjustment} = \text{FCC} \times \text{Qty} \times (i_1 - i_0) / i_0$$

where formula variables correspond to:

FCC

Foreign currency component (per unit)

Qty

quantity of units



i_0

Initial exchange rate (CAN\$ per unit of foreign currency [for example US\$1]).

The initial exchange rate is set as the Bank of Canada rate on the solicitation closing date. The Bank of Canada publishes its rates each business day by 16:30 Eastern Time.

i_1

Exchange rate for adjustments (ERA) (CAN\$ per unit of foreign currency [for example US\$1]). The Bank of Canada publishes its rates each business day by 16:30 Eastern Time.

- a. The ERA for goods will be the Bank of Canada rate on the date the goods were delivered.
 - b. The ERA for services will be the Bank of Canada rate on the last business day of the month for which the services were performed.
 - c. The ERA for advance payments will be the Bank of Canada rate on the last business day prior to the payment. The last published business day rate will be used for non-business days.
4. The Contractor must indicate the total exchange rate adjustment amounts (whether they are upward, downward or present no change) as a separate item on each invoice or claim for payment submitted under the Contract. Where an adjustment applies, the Contractor must submit with their invoice form [PWGSC-TPSGC 450](#) , Claim for Exchange Rate Adjustments.
5. The exchange rate adjustment will only impact the payment to be made by Canada where the exchange rate fluctuation is greater than 2% (increase or decrease), calculated in accordance with column 8 of form [PWGSC-TPSGC 450](#)  (that is $[i_1 - i_0] / i_0$).
6. Canada reserves the right to audit any revision to costs and prices under this clause.

If the exchange rate fluctuation adjustment is requested, the exchange rate will be adjusted once a year based on the clause above.

7.4.4 Discretionary Audit

The Contractor's certification that the price or rate is not in excess of the lowest price or rate charged anyone else, including the Contractor's most favoured customer, for the like quality and quantity of the goods, services or both, is subject to verification by government audit, at the discretion of Canada, before or after payment is made to the Contractor.

If the audit demonstrates that the certification is in error after payment is made to the Contractor, the Contractor must, at the discretion of Canada, make repayment to Canada in the amount found to be in excess of the lowest price or rate or authorize the retention by Canada of that amount by way of deduction from any sum of money that may be due or payable to the Contractor pursuant to the Contract.

If the audit demonstrates that the certification is in error before payment is made, the Contractor agrees that any pending invoice will be adjusted by Canada in accordance with the results of the audit. It is further agreed that if the Contract is still in effect at the time of the verification, the price or rate will be lowered in accordance with the results of the audit

7.4.5 Electronic Payment of Invoices – Call-up

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

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- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

(To be completed at time of Standing Offer award in accordance to Annex D)

7.5 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.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
 - b. a copy of the release document and any other documents as specified in the Contract; and
 - c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
2. Invoices must be distributed as follows:
The original and one (1) copy must be forwarded to the address shown on the call-up for certification and payment.

7.6 Insurance

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

7.7 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.8 Warranty Terms

Delete: Subsection 2 and 3 of Section 09 - Warranty of 2015A - General Conditions – Goods (Medium Complexity)

Insert:

- (a) Despite inspection and acceptance of the Work by or on behalf of Canada and without restricting any provisions of the Contract or any condition, warranty or provision imposed by law, all ICDVS

components and ancillary devices must include a Warranty for a period of 3 years commencing after the equipment has been accepted by the RCMP.

- (b) The Warranty must include as a minimum, the provision of all parts and labour, transportation costs and any other related charges incurred to fulfill the warranty requirements for all default System(s), System Upgrades or System Components, regardless of the RCMP location or the location from which the warranty services are provided.
- (c) All parts supplied in performing any warranty services must be new. The Offeror guarantees that parts and technical materials required for warranty services of the proposed Default System(s), System Upgrades or System Components will be made available for the duration of the warranty period.
- (d) To maintain the confidentiality of information which may be recorded on removable solid state storage media incorporated into a Default System or System Component requiring replacement, the removable solid state storage media, of the System/System Component if the media cannot be removed, must remain in the possession of the RCMP. For Warranty services, all removable solid state storage media, or the System Component containing the media that require replacement to correct the problem must be returned to the RCMP with the repaired system.
- (e) No additional charges for time, materiel, or other related costs such as transportation from the Offeror's maintenance facility warranty service is required must be made during the warranty period.
- (f) Software items must be the latest version released, unless otherwise specified, and must be provided with the normal manufacturer's warranty. The Offeror must specify the duration and level of coverage of the Software Manufacturer's standard warranty.
- (g) Warranty services must be provided during the Principal Period of Maintenance.
- (h) Upon notification from the RCMP of faulty System(s), the Offeror must assist the RCMP in troubleshooting or otherwise identifying the default system, system component(s) or system upgrade. If it is confirmed that the faulty systems require warranty service, the RCMP must arrange for pickup, which includes safe packaging, shipping and handling, for delivery to an Offeror-authorized service/repair depot.
- (i) Upon receipt of the defective default System(s), System Upgrades or System Components from the RCMP for warranty services, the Offeror must arrange for the repair and for delivery, which includes safe packaging, shipping and handling to the client-designated location within Canada.
- (j) Warranty response time must not exceed 5 (five) days after the Offeror has received at the location where the warranty services are provided the defective default System(s), System Upgrades or System Components from the RCMP, not including the time required for transport to the client-designated location within Canada. Response time measurements do not include Saturdays, Sundays or Statutory holidays.
- (k) If it is determined that the Offeror cannot repair the defective default System(s), System Upgrades or System Components within five (5) working days following reception at the Offeror-authorized service/repair depot, the Offeror must replace the unit, similarly equipped as the Default System(s), System Upgrades, or System Components being repaired, at no charge.

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ANNEX "A" STATEMENT OF WORK

STATEMENT OF WORK (SOW)

Functional and Technical Specifications

In-Car Digital Video System (ICDVS)

Tier 1 Standing Offer

Version: 1.0

Security: Protected 'A'

Date: 2018-07-17

Royal Canadian Mounted Police (RCMP)

Prepared by
National Criminal Operations
Ottawa Ontario

SCOPE

1.1. **Objective**

- 1.1.1. The purpose of the in-car digital video system is to capture audio and video of activities inside and in front of police vehicles in which they are installed. The ICDVS footage is to provide evidence of interaction of members with stopped vehicles and occupants as well as with prisoners who occupy the back seat of the police vehicle.

1.2. **Background**

- 1.2.1 The in-car digital video system (ICDVS) is used to gather evidence for criminal and Provincial prosecutions and to meet Canada's security and defense commitments. The ICDVS is required for front line policing operations, special operations and peacekeeping. The ICDVS will be required progressively in various RCMP vehicles and deployed across Canada. The RCMP's audio and video policy states that it is mandatory to retain all recorded data for a minimum of two years subsequent to its original capture. ICDVS consists, as a minimum, of a recording device linked to two cameras and two microphones. ICDVS audio/video footage is exported from the unit physically to a removable solid state storage media or wirelessly to an Active Storage or Archival Storage system. The removable solid state storage media is handled as a data transfer component from which all captured data is transferred to an Active Storage or Archival Storage system. All data transferred to the Active Storage or Archival Storage system is to be considered recorded information and will remain within the storage system for a two-year period after which it will auto purge. Any data pertaining to an investigation uploaded to the Active Storage or Archival Storage system will be isolated by the investigator from the Active Storage system or Archival Storage system as soon as practicable and saved to a data storage device (i.e. thumb drive) that will become the Digital Multimedia Evidence and marked as the "original".
- 1.2.2 The RCMP is working towards establishing a suitable integrated solution for all in-car digital equipment.
- 1.2.3 The police vehicles are decreasing in size while their drivers are becoming busier with equipment with increased complexity and comprising a multitude of components. To address this situation, the RCMP is working towards establishing a suitable integrated solution for all in-car digital equipment.
- 1.2.4 The ICDVS functional and technical requirements presented in this document aim to define the minimum performance criteria for the equipment, while taking into consideration the best evidence criteria set by the courts, the privacy concerns, as well as the health and safety of the vehicle occupants.
- 1.2.5 For the purpose of this specification, the definition of mandatory requirements shall be that all requirements prefaced by the words "shall", "must", "is to" and/or "are to" shall be mandatory and must be met in order for the bid to be considered technically compliant.
- 1.2.6 All proposed ICDVS must be in current production and generally available on the market (no beta test components will be considered).

1.3. **Terminology**

- 1.3.1. In this document, definitions for acronyms and terms are specified in Tables 1-1, 1-2 and defined as follow:

Table 1-1 Acronyms and Abbreviations

Acronym	Definition
DME	Digital Multimedia Evidence
FOV	Field of View
HF	High Frequency
ICDVS	In Car Digital Video System
MDT	Mobile Data Terminal
MWS	Mobile Workstation System
SNR	Serial Number Register
UHF	Ultra High Frequency
UL	Underwriter Laboratories Inc
VHF	Very High Frequency

Table 1-2 Terms and Definitions

Term	Definition
Active storage	location or device (e.g., server) to which recorded information is copied from the In-vehicle recorder using any approved method
Ancillary component	a piece of equipment designed to be attached or added to the ICDVS which allows the ICDVS to provide all functionalities listed in the Functional and Technical Specifications (e.g., GPS antenna and connectors for ensuring continuous synchronized time reference)
Archival storage	location or device to which recorded information is moved after a designated amount of time and where it resides for an extended period of time
Audio monitor	device for listening to live and recorded audio
Audit log	collection of metadata intended to track audio/video events and system events, such as boot up, diagnostic failures or status changes. "Event log" is also used to refer to the audit log.

Term	Definition
Authentication	<p>(1) the (Court) process of affirming that the data fairly and accurately represents what it purports to show;</p> <p>(2, a) a security measure designed to protect a communications system against acceptance of a fraudulent transmission or simulation by establishing the validity of a transmission, message or originator;</p> <p>(2, b) a means of identifying individuals and verifying their eligibility to receive specific categories of Information;</p> <p>(2, c) evidence by proper signature or seal that a document is genuine and official;</p> <p>(2, d) in evasion and recovery operations, the process whereby the identity of an evader is confirmed;</p> <p>(2, e) a means of proving the origin of the evidence and that it has not subsequently been altered (or, where alteration has occurred, that such alterations are properly identified);</p> <p>(2, f) the process of determining whether a recording or image is original, continuous, and free from unexplained alterations.</p>
Backseat camera	the ICDVS camera and lens assembly mounted in the vehicle to capture activities over the full width of the backseat area. (This camera must mount between the roll bar and roof liner of the police vehicle and not protrude into prisoner seating area. The camera must be able to capture all activity from door to door within the prisoner compartment.)
Basic configuration	The basic configuration includes cameras, recorder, microphones, monitor, controller, all necessary ancillary components, including solid-state removable storage media, video management software and diagnostic tools, if any. A wired/wireless capability is to be attached when required.
Capture	the process of producing or recording the recorded information from a natural event
Certification	Official documentation from an accredited test laboratory showing test results or from an accredited engineer confirming compliance with the requirement
Codec	device/program capable of encoding and/or decoding digital data; codecs encode a stream or signal for transmission, storage or encryption, and decode it for viewing and listening
Conversion	the change of data format used to represent recorded information or DME
Converted DME	the DME in a different data format than the original format
Copy	accurate reproduction of recorded information or DME
Digital recorder	any device used to capture recorded information

Term	Definition
Digital Multi Media Evidence (DME)	data representing audio essence, video essence, metadata and any other information extracted from the recorded information stored in an Active Storage or Archival Storage system as evidence; see converted DME, original DME
Duplicate	an acceptably accurate and complete reproduction of all data objects independent of the physical media.
Encryption	the process of coding data so that a specific code or key is required to restore the original data.
Enhanced configuration	The enhanced configuration includes cameras, recorder, microphones, all necessary ancillary components, including removable solid state storage media, video management software and diagnostic tools, if any, with or without monitor and controller but with an interface with the existing vehicle Mobile Data Terminal (MDT) (also called the Mobile Workstation System - MWS) to perform the ICDVS monitoring and controlling functions. The wired/wireless capability is added to the enhanced configuration.
Essence	sound and/or picture information, not including metadata
Export	to copy or move information from within a device or system to a physical or logical location outside that device or system. ICDVS export is first performed to acquire the recorded information on removable solid-state storage media or wirelessly on Active Storage server. A subsequent export is performed to transfer the recorded information from the solid state media device to an Active Storage or Archival Storage system. Other export operations occur when recorded information is extracted to create DME from the Active Storage or Archival Storage system
Field of view (FOV)	the horizontal angular extent of a scene imaged by the video camera; FOV depends on the focal length of the camera lens and the size of the camera's imager chip
Format	the specific structure for the data in a file
Front-facing camera	the ICDVS camera and lens assembly intended to be mounted in the vehicle facing forward to capture activities in front of the vehicle
Hash function	mathematical formula that generates a unique number based on the data in a file; the hash function is used to verify the data's integrity
In-car digital video security system (ICDVS)	a system for recording information (audio and video) to document events in and around a law enforcement vehicle
Illustration	official documentation fully describing how the proposed ICDVS complies with the requirements. The type of documentation identified in brackets for a given requirement is provided as an example. Any type of documentation that fully describes how compliance with the requirement is achieved is acceptable.
Incident	the period between the start and the stop of the recording.

Term	Definition
Integrity	(1) the reliability and accuracy of recorded information and the subsequent DME throughout its lifecycle; (2) the degree to which a system or component prevents degradation of, unauthorized access to or modification of the recorded information and subsequent DME
Manufacturer's Documentation Review	the technical requirements Identified in the table found at Attachment 1 will be verified through the means of an official document from the ICDVS manufacturer and, where the requirements refer to a standard, a test report from an accredited laboratory or licensed professional engineer as applicable
Metadata	data embedded within or associated with a file that describes information about, or related to, the file or its directory; this may include, but is limited to, locations where the content is stored, dates, times, application-specific Information and permissions, and system-related events. It is data about data.
Native file format	the original form of a file; this usually refers to a file format associated with, and unique to, a specific software application program
Operators	in relation to the ICDVS in-vehicle equipment, the vehicle drivers or occupants normally activating/deactivating the equipment
Original DME	initial data extracted from the Active Storage system or Archival Storage system onto a memory device as evidence.
Passive mode	an operating condition of the remote wireless microphone and transmitter when paired with the rest of the base unit but not transmitting audio data
Pixel	a picture element
Post-event video	portion of the video recorded by the ICDVS after the activation of the stop command.
Pre-event video	portion of the buffered video recorded by the ICDVS before the activation of the record command.
Proprietary	a characteristic of a technique, technology or device owned and controlled by a company or other party and thereby only usable or adaptable as allowed by that party
Radar Interface cables	means all the necessary interface cables including the ICDVS manufacturer's cables and the different manufacturer's radar cables as required.
RCMP Lab Testing	that the system's performance/operation in the basic configuration, the enhanced configuration and the wireless configuration identified in Appendix 3 will be verified in a RCMP lab environment as well as in an actual RCMP police car set up in Ottawa (Ontario). The top rank offeror (identified after the financial evaluation) must submit a sample of the ICDVS being proposed.
Rear-facing camera	ICDVS camera and lens assembly installed at the back of the vehicle and facing backward to capture activities behind the vehicle.
Record	the process of writing recorded information to recording media

Term	Definition
Recording media	any object to which recorded information is written and can be retrieved
Reliability	the extent to which a process can repeatedly produce the same effective output, with a central tendency and an acceptable dispersion, for consistent input settings; information from such a system is said to be reliable
Removable solid state storage media	any portable data storage device made from silicon microchips designed for removal from a system without disassembly of the system or the storage device; removable solid state storage such as memory cards (USB flash drives or thumb drives) stores data electronically instead of magnetically, as spinning hard drives or magnetic oxide tape do.
Verification	the process of confirming the accuracy of any copy of the DME compared to the original DME; this process normally includes the application of a type of hash function
Video monitor	device for viewing live and recorded video.
Wired microphone	ICDVS microphone installed inside the RCMP Police vehicle
Wireless microphone	the ICDVS microphone, transmitter, battery and accessories (e.g., cords) required for a "Wireless Microphone" to operate as intended and to be worn by an officer.
Witnessing System Operation	that the technical requirements identified in the table found at Annex A will be witnessed by an RCMP representative to verify their performance at a location identified by the Offeror. The Offeror will have a minimum one calendar week notice before proceeding for the performance verification.

2. REQUIREMENTS

IMPORTANT NOTE: The following are the mandatory technical criteria except for the point rated technical criteria (Paragraphs: 2.2.2.3, 2.3.1.1, 2.3.1.3, 2.3.2.8, 2.3.4, 2.4.1.7, 2.4.7.15, 2.14.8) marked in bold (Rated). The point rated technical criteria are also listed in Appendix 2 with the scoring grid.

2.1. In-Car-Digital Video System (ICDVS) Technical Requirements

2.1.1. ICDVS System Description

- 2.1.1.1. The ICDVS System must work, be complete and be compliant with all of the requirements as detailed in the RFP.
- 2.1.1.2. The next generation of ICDVS must not interfere with, or be subject to interference from, RCMP in-car vehicle equipment currently in use such as speed measuring radars or lasers, computers and accessories, radios, breath alcohol measuring equipment and standard police emergency equipment (light/siren).
- 2.1.1.3. The ICDVS must be interoperable with current RCMP server and platform standards.

- 2.1.1.4. The hardware necessary for active and archival storage may be referenced in this document; however, acquiring same is not within the scope of this standing offer.

2.2. ICDVS Configurations

2.2.1. Basic Configuration

- 2.2.1.1. The ICDVS basic configuration must consist of one front-facing camera, one backseat camera, one wireless microphone, one wired microphone, one controller, one digital recorder, one video monitor, one audio monitor with all the necessary ancillary components including the video management software and diagnostic tools, if any.
- 2.2.1.2. The ICDVS basic configuration must provide audio/video recordings on removable solid state storage media, the capacity of which is at least 256 GB
- 2.2.1.3. The ICDVS basic configuration must be capable of operating an additional camera that is rear facing
- 2.2.1.4. The ICDVS must accommodate a second wireless microphone and its docking station.
- 2.2.1.5. The basic ICDVS hardware and software configuration must be upgradable to the enhanced configuration.
- 2.2.1.6. The basic ICDVS hardware and software configuration must be adaptable to the enhanced configuration.

2.2.2. Enhanced Configuration

- 2.2.2.1. The ICDVS enhanced configuration must provide the same capabilities as the ICDVS basic configuration.
- 2.2.2.2. The ICDVS enhanced configuration must include a Graphical User Interface (GUI) to operate with the existing vehicle MDT/MWS to provide the full ICDVS control and viewing capability.
- 2.2.2.3. **(Rated)** The ICDVS enhanced configuration should operate without the controller and without the monitor of the basic configuration while retaining the functionality of the basic configuration.

2.3. ICDVS Components Characteristics

2.3.1. System Characteristics

- 2.3.1.1. **(Rated)** The video monitor, the audio monitor and the controller should be combined into a single component.
- 2.3.1.2. The ICDVS audio/video monitor must include a system speaker to provide monitoring of live audio from the wireless

microphone as well as of recorded sounds during the playback mode.

2.3.1.3. **(Rated)** The backseat camera and the wired microphone should be combined in a single device.

2.3.1.4. All ICDVS camera must provide a minimum vertical image resolution of 720 pixels

2.3.2. ICDVS Front-facing Camera

2.3.2.1. ICDVS front-facing camera (including the lens but not the cabling) must not exceed 570 grams in weight

2.3.2.2. The ICDVS front-facing camera must be capable of providing a usable image with a minimum illumination of 1 lux.

2.3.2.3. The ICDVS front-facing camera must be mounted near the rear view mirror to provide minimal obstruction of driver's vision.

2.3.2.4. ICDVS recordings from the front-facing camera must be capable of ensuring the legibility of license plates at least out to a distance of 4 .8 m (16 feet) from the cameras.

2.3.2.5. ICDVS front-facing camera (including the lens and mounting hardware but not the cabling) must not exceed the following dimensions: 8.9 cm (3.5 inches) in width, 8.9 cm (3.5 inches) in height and 16.5 cm (6.5 inches) in depth.

2.3.2.6. The ICDVS front-facing camera assembly (camera and lense) must be equipped with:

- a. autofocus
- b. re-focus (to the default focus)
- c. automatic exposure
- d. automatic white balance
- e. automatic and manual focus capabilities (operator selectable)
- f. backlight setting that reduces glare and bleed from outside lighting
- g. minimum zoom performance equivalent to 10X optical lens and 4X digital

2.3.2.7. The ICDVS front-facing camera must provide a minimum field of view of at least 60 degrees with all optional zoom settings at the full wide angle view.

2.3.2.8. **(Rated)** The ICDVS front-facing camera should provide a 180 degree panoramic view

2.3.2.9. The ICDVS front-facing camera must allow rotation of 360' on its mount in a horizontal plane or 180' in either direction from the forward-facing position (i.e., manual pan and tilt capability) without requiring the use of any tools.

2.3.2.10. The front-facing camera position is not to shift position without intentional intervention from the operator.

2.3.2.11. The front-facing camera must have optical image stabilization to compensate for car movement on gravel roads and uneven pavement in recordings.

2.3.2.12. The front-facing camera must be permanently affixed to the police vehicle.

2.3.3. ICDVS Backseat Camera

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- 2.3.3.1. The ICDVS backseat camera must be able to provide a focused image with a field of view of 127 cm (50 inches) at an object distance of 76.2 cm (30 inches).
 - 2.3.3.2. The ICDVS backseat camera must have infrared illumination capabilities so as to meet the requirements of paragraph 2.3.3.1 in total darkness.
 - 2.3.3.3. The ICDVS backseat camera must have a signal-to-noise ratio of at least 46db.
 - 2.3.3.4. The backseat camera must have image stabilization to compensate for car movement on gravel roads and uneven pavement in recordings.
 - 2.3.3.5. The backseat camera must be permanently affixed to the police vehicle.
 - 2.3.4. **(Rated) ICDVS Rear-facing Camera (if proposed)**
 - 2.3.4.1. The ICDVS rear-facing camera must be capable of providing a usable image with a minimum illumination of 1 lux.
 - 2.3.4.2. ICDVS rear-facing camera (including the lens but not the cabling) must not exceed 570 grams (20 ounces) in weight.
 - 2.3.4.3. ICDVS rear-facing camera (including the lens but not the cabling) must not exceed the following dimensions: 8.9 cm (3.5 inches) in width, 8.9 cm (3.5 inches) in height and 16.5 cm (6.5 inches) in depth.
 - 2.3.4.4. ICDVS recordings from the rear-facing camera must be capable of ensuring the legibility of license plates at least out to a distance of 4 .8 m (16 feet) from the cameras.
 - 2.3.4.5. The ICDVS rear-facing camera assembly (camera and lense) must be equipped with:
 - a. autofocus
 - b. re-focus (to the default focus)
 - c. automatic exposure
 - d. automatic white balance
 - e. automatic and manual focus capabilities (operator selectable)
 - f. backlight setting that reduces glare and bleed from outside lighting
 - g. minimum zoom performance equivalent to 10X optical lens and 4X digital
 - 2.3.4.6. The ICDVS rear-facing camera must provide a minimum field of view of at least 40 degrees with all optional zoom settings at the full wide angle view.
 - 2.3.4.7. The ICDVS rear-facing camera must allow rotation of 360' on its mount in a horizontal plane or 180' in either direction from the rear-facing position (i.e., manual pan and tilt capability) without requiring the use of any tools.
 - 2.3.4.8. The rear facing camera position is not to shift position without intentional intervention from the operator.
 - 2.3.4.9. The rear facing camera must have image stabilization to compensate for car movement on gravel roads and uneven pavement in recordings.
 - 2.3.4.10. The rear facing camera must be securely affixed to the police vehicle and not readily removeable.

2.3.5. ICDVS Wireless Microphone

- 2.3.5.1. Each wireless microphone audio stream must have its own respective audio channel within the front-facing and rear-facing (if available) camera recording(s).
- 2.3.5.2. The ICDVS wireless microphone must have the capability of muting its audio capture while continuing to capture the remaining DME items.
- 2.3.5.3. The wireless microphones must be equipped with a mounting device to allow the microphone to be placed anywhere on the officer's uniform.
- 2.3.5.4. The ICDVS microphone and transmitter must be incorporated within the same enclosure.
- 2.3.5.5. Each wireless microphone transmitter must be equipped with an in-vehicle docking station that synchronizes the operating transmitter frequency to the mobile video system and recharges the wireless microphone batteries.
- 2.3.5.6. Once synchronized as described in paragraph 2.3.5.5, the wireless microphone receiver must only accept audio from that transmitter without any manual configuration by the operator.
- 2.3.5.7. The ICDVS wireless microphones must contain a memory-free rechargeable battery.
- 2.3.5.8. The rechargeable battery must have an undocked minimum standby time of 12 hours (passive mode) and a minimum talk time of 5 hours (active mode).
- 2.3.5.9. The ICDVS wireless microphone/transmitter assembly must transmit within frequency bands approved by Innovation Science and Economic Development Canada (ISM Spectrum Management).
- 2.3.5.10. The ICDVS wireless microphone and transmitter assembly must transmit intelligible audio to the vehicle-mounted recorder and monitor at a minimum range of 300 meters (1,000 feet), line of sight under unobstructed conditions and with no interference.
- 2.3.5.11. The ICDVS wireless microphone and transmitter assembly must be able to activate audio and video recording from the remote transmitter.
- 2.3.5.12. The ICDVS wireless microphone transmitter must include an omnidirectional antenna internal to the enclosure.
- 2.3.5.13. The ICDVS wireless microphones must be capable of capturing sounds greater than or equal to thirty decibels (30 dB) sound pressure level at a distance of one meter within the frequency range of 200 to 4,000 Hz and must have a minimum dynamic range of 96 dB.
- 2.3.5.14. The wireless microphones must be able to automatically turn on when the recording device is activated and off when the recording device is deactivated.
- 2.3.5.15. The audio transmitted from the wireless microphones must use a digital transmission protocol (e.g., Digital Spread Spectrum [DSS], Frequency Hopping Spread Spectrum [FHSS], Octagonal Frequency Division Multiplexing [OFDM]) so as to

- provide no noticeable distortion of the signal or emphasis or de-emphasis of frequency within the frequency range captured.
- 2.3.6. ICDVS Wired Microphone**
- 2.3.6.1. The wired microphone audio stream must have its own audio channel within the backseat camera recording.
 - 2.3.6.2. The ICDVS must incorporate a wired microphone mounted in the vehicle
 - 2.3.6.3. The ICDVS wired microphones must be capable of capturing sounds greater than or equal to thirty decibels (30 dB) sound pressure level at a distance of one meter within the frequency range of 200 to 4,000 Hz and must have a minimum dynamic range of 96 dB.
 - 2.3.6.4. Once installed, the rear microphone must withstand a kick, grab, spit and other biological fluids.
- 2.3.7. ICDVS Controller**
- 2.3.7.1. The ICDVS record button on the controller must activate even if officers are wearing gloves.
 - 2.3.7.2. The buffering function of the ICDVS recorder must capture a minimum of 60 seconds of pre-event video.
 - 2.3.7.3. The buffering function of the ICDVS recorder must be capable of capturing a minimum of 60 seconds of post-event video.
- 2.3.8. ICDVS Digital Recorder**
- 2.3.8.1. The ICDVS recording device must not exceed the following dimensions:

Width: 18.4 cm (7.25 inches);
Height: 5.1 cm (2 inches); and
Length: 20.3 cm (8 inches).
 - 2.3.8.2. The ICDVS recording device must alert the operator when removable solid state storage media is not inserted into the recorder.
 - 2.3.8.3. The ICDVS recording device must be capable of being physically mounted in the vehicle, following the ICDVS manufacturer's recommendations, to prevent removal without tools and deter theft of the device. DVR must be able to be mounted in vehicle for security reasons.
 - 2.3.8.4. The ICDVS recording device must be mountable in the vehicle trunk as well as in the vehicle cockpit (e.g., in a ceiling console, in a console between front seats or in the glove compartment).
 - 2.3.8.5. The ICDVS must be capable of minimum recording 12 uninterrupted hours at a minimum frame rate equivalent of 30 \pm 2% frames per second per camera.
 - 2.3.8.6. The ICDVS must allow the recording device to store all data relevant to an individual incident in one file or directory:
 - 2.3.8.7. The removable solid state storage media must be secured using a locking mechanism that prevents unauthorized removal of the media from the in-vehicle recording device.

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- 2.3.8.8. If the ICDVS is equipped with internal storage media it must be a commercially-available product of a non-proprietary format with a storage capacity of at least 200 GB. Storage media containing data will not be returned to the contractor under warranty replacement for security reasons. These drives will be removed from the ICDVS prior to being shipped back for any warranty repair to be done by the contractor. All drives/storage media must be easily removeable.
 - 2.3.8.9. If a storage media (removeable or internal) is found to be defective during the warranty period it will be replaced, by the contractor, via the warranty upon their receipt of an affidavit from the RCMP attesting to the defective state of the storage device. This process allows the RCMP to maintain continuity of any information contained on the defective device.
 - 2.3.8.10. Data must be compatible with a Windows operating system directory structure and format (e.g., FAT32, NTFS).
 - 2.3.8.11. All data recorded on removeable storage media or internal storage media must be encrypted to a standard acceptable by the Department Security Branch of the RCMP.
 - 2.3.9. ICDVS Video Monitor**
 - 2.3.9.1. The ICDVS video monitor must be a color monitor.
 - 2.3.9.2. The ICDVS color monitor must not exceed 27.9 cm (11 inches) measured diagonally including the frame around the display.
 - 2.3.9.3. The ICDVS monitor must be capable of displaying a live picture from the system cameras when the system is on (even if recording is not in progress).
 - 2.3.9.4. The ICDVS video monitor must be robust and durable to withstand the demands of a rugged police environment. The video monitor must absorb impacts from police equipment ex. Patrol carbine, metal notebooks, and other equipment.
 - 2.3.9.5. The ICDVS video monitor diagonal dimension, including the outside frame, is not to exceed 35.8 cm (14.1 inches) when the monitor, controller and recorder are combined in a single component.
 - 2.3.10. ICDVS Audio Monitor**
 - 2.3.10.1. The ICDVS must contain a readily accessible control to adjust the volume of the system speaker.
 - 2.3.11. ICDVS Ancillary Components**
 - 2.3.11.1.1. Video Management Software**
 - 2.3.11.2. The contractor must provide at no additional cost software that runs on a workstation or laptop for storage and management of the In Car Video. This software must be compatible with Microsoft Windows 7 or higher.
 - 2.3.11.3. The contractor must provide, at no additional cost, software that runs on a server and will support a Wifi connection and upload from the police car.
 - 2.3.11.4. The ICDVS video management software must be capable of exporting metadata along with audio/video recordings.

- 2.3.11.5. The ICDVS video management software must have the capability to display the date/time of DME creation captured in the metadata during playback. The date/time is to be captured in the metadata and displayed as overlay to video images during playback and not embedded in the video images so as not to overwrite image information.
- 2.3.11.6. The ICDVS video management software must have the capability to selectively display the following items captured in the metadata during playback:
- a) operator identification information
 - b) vehicle identification information
 - c) emergency light indication
 - d) siren indication
 - e) brake indication
 - f) crash indication
 - g) system status indicators (video recording on/off, microphone(s) on/off)
 - h) target speeds (in km/h) from RCMP radar systems
 - i) calibrated patrol speeds (in km/h)
- NOTE: The items are to be captured in the metadata and displayed as overlay to video images during playback and not embedded in the video images so as not to overwrite image information.
- 2.3.11.7. The ICDVS video management software must be capable of creating an Audit Log readable in a non-proprietary text reader such as Windows, WordPad, or Notepad.
- 2.3.11.8. The ICDVS video management program must allow case management for both Active and Archival Storage on standalone, networked, and server-based computers.
- 2.3.11.9. The video management program must allow for:
- a) Indexing and query of captured metadata.
 - b) Assigning, overwriting, modifying and monitoring purge due date.
 - c) Automatically purging records with expired due dates
- 2.3.11.10. If the original DME provided by the ICDVS is not in a Windows Media Player-compatible format (i.e., that is readable and playable without the need for proprietary codecs, players, or viewers available from only the system manufacturer)), the ICDVS video management software must provide a method of obtaining a Windows Media Player-compatible format of the DME.
- 2.3.11.11. If the DME file is converted to be compatible with Windows Media Player, the DME file is to consist of the video and audio file and superimposed data, if any.
- 2.3.11.12. All additional data from the converted DME file captured in a separate metadata file or Audit Log is to be viewable in a non-proprietary text reader such as Windows WordPad or Notepad.

- 2.3.11.13. The ICDVS conversion mechanism, when used, must provide an accurate representation of images, sounds and metadata recorded in a manner without loss.
- 2.3.12. **Wireless Microphone Charger**
- 2.3.12.1. Each ICDVS must provide an office charger and an in vehicle charger for each wireless microphone
- 2.3.13. **Radar Interface Cables**
- 2.3.13.1. The ICDVS must include the necessary cables to interface with the RCMP's current awarded Radar systems.
- 2.3.13.2. The radar interface cable must be a minimum length of a 3.5 Meters(137.8 inches) and custom fit for the RCMP's current awarded Radar systems.
- 2.3.14. **Active Storage and Archival Storage System**
- 2.3.14.1. The Active Storage and the Archival Storage of ICDVS recordings must operate with Windows 7 or higher.
- 2.4. **ICDVS Operating Characteristics**
- 2.4.1. **Wired / Wireless DME Export**
- 2.4.1.1. The ICDVS wired/wireless capability must consist of all the components and capabilities of the ICDVS basic or enhanced configuration while having the capability to export DME wired/wirelessly from the vehicle to the Active or Archival Storage server.
- 2.4.1.2. In both the basic configuration and in the enhanced configuration, the system must be able to export the audio/video both wired and wirelessly to the Archive or Archival Storage server.
- 2.4.1.3. The ICDVS wireless network export devices must transmit within frequency bands approved by Innovation Science and Economic Development Canada (ISM Spectrum Management).
- 2.4.1.4. During a wired/wireless data export, particularly following communication interruptions, the system must ensure that the DME on the ICDVS Active Storage is an exact duplicate to any data on the recorder prior to the information being marked for deletion from the recorder.
- 2.4.1.5. A wired/wireless network used to export the DME from the ICDVS recorder to Active Storage must create a secure connection for the DME to be exported in compliance with RCMP Departmental Security Branch standards for computer network security. Wireless technology such as 802.11 WiFi must utilize enterprise class security measures including digital certificates (EAP-TLS) for authentication. Certificates must be compatible with the public key infrastructure employed by the RCMP.
- 2.4.1.6. A wired/wireless network used to export the DME from the ICDVS recorder to Active Storage must create a secure connection for the DME to be exported using IEEE - 802.11ac or better.
- 2.4.1.7. **(Rated)** As an option, in addition to workstation and server based software the contractor may propose a centrally

managed off premises storage. The storage may be cloud based however stored data must always reside within the geographic boundaries of Canada. The solution must comply with RCMP and Government of Canada IT Architecture and IT Security approvals.

2.4.2. Diagnostic Functions

- 2.4.2.1. The ICDVS must provide the following minimum media diagnostics.
 - a) Indicate the amount of storage space remaining on the media; and
 - b) The ICDVS must provide an audible alarm when available storage is less than 45 minutes.
 - c) The ICDVS must provide a visual alert when when available storage is less than 45 minutes.
- 2.4.2.2. The ICDVS must perform a diagnostic to detect malfunction or loss of functionality of the recorder, cameras and display.
 - a) The diagnostic must be performed on system start up and periodically thereafter.
 - b) Any malfunction or loss of functionality of the recorder, cameras, or display must be documented in the system audit log.
- 2.4.2.3. The ICDVS must perform a diagnostic to detect malfunction or loss of functionality of microphones on system start up. and periodically thereafter.
- 2.4.2.4. The ICDVS must have wireless capability for automated deployment of firmware and configuration updates.
- 2.4.2.5. The ICDVS must have wireless capability for RCMP technicians to remotely collect diagnostic information from the ICDVS.

2.4.3. Audit Log

- 2.4.3.1. The ICDVS Audit Log must contain, as a minimum:
 - a) the identification of person or system receiving the export when DME is wired/wirelessly exported;
 - b) the time and date of the export when DME is wired/wirelessly exported;
 - c) the verification check performed and logged to validate the DME immediately prior to the DME is exported when DME is wired/wirelessly exported;
 - d) the identification of the source of the DME (operator's name or vehicle identification);
 - e) the date and time of event;
 - f) manual text entries
- 2.4.3.2. The ICDVS Audit Log must contain system-level details:
 - a) the recording device manufacturer
 - b) the recording device model number
 - c) the hardware manufacturer
 - d) the hardware model number
 - e) the software version
 - f) the system boot up status

- g) the system power on status
- h) recording full status
- i) camera failure
- j) microphone failure
- k) system ready

2.4.3.3. The audit log functionality of the ICDVS system must allow an end user to demonstrate the evidentiary integrity of the DME throughout its life cycle. That is to say, from initial recording, to final export for disclosure, including any processes in between that could alter the content of the DME. This could include copying, moving, concatenating, transmitting, encrypting/decrypting, or other processes. The audit log functionality must utilize industry-standard cryptographic methods specifically designed for the authentication of digital data including, but not limited to, MD5 or SHA1 hash values to uniquely identify and authenticate the DME files. The process of demonstrating the digital integrity of any DME produced by the ICDVS system must not be unduly technical in nature and should be possible to accomplish by non-technical end users using features built into the ICDVS system

2.4.4. ICDVS Interoperability / Compatibility

2.4.4.1. RCMP police vehicles utilize high-powered mobile two-way radio transmitters as well as other transmitting communications devices. This high level of electromagnetic radio frequency energy has been known to affect the operation of electronics not designed with sufficient protection against external transmitting sources. The ICDVS must maintain consistent audio/visual recording quality while subject to interference from the following sources:

- a) High-powered radio frequency transmissions
- b) Other radio frequency interference (including UHF, VHF, and HF transmitters)
- c) Automobile mechanical and electrical systems
- d) Other patrol vehicle electrical systems to include radios, emergency lights, sirens, mobile data computers, and speed measuring devices
- e) High-voltage power line, traffic signals, neon signs, etc.

2.4.4.2. When in operation, the ICDVS must not generate electromagnetic interference or radiation that interferes with communications within RCMP police vehicle.

2.4.4.3. The police radio communications system is critical to RCMP operations, public and police officer safety. As such, it is imperative that any electronic devices installed or utilized in a police vehicle be designed such that any effects of radio frequency disturbances are eliminated or controlled so as not to interfere with police two-way radios or other sensitive electronic devices.

Protection must be provided within the following Innovation Science and Economic Development Canada radio frequency bands used for two-way radio communications:

- a) ISEDC SRSP 500: 138 to 144 MHz and 148 to 174 MHz bands
- b) ISEDC SRSP 501: 406 to 430 MHz and 450 to 470 MHz bands
- c) ISEDC SRSP 502: 806 to 824 MHz and 851 to 869 MHz bands
- d) ISEDC SRSP 511: 768 to 776 MHz and 798 to 806 MHz bands

2.4.4.4. The ICDVS must be capable of recording the target vehicle and the patrol car speeds in kilometer per hour (km/h) captured by the following speed measuring devices used by the RCMP:

- a) Raptor RP-1, manufactured by Kustom Signals, Inc
- b) Stalker Dual SL, manufactured by Applied Concepts, Inc
- c) Stalker Dual DSR, manufactured by Applied Concepts, Inc

2.4.4.5. The ICDVS software and hardware must properly interface with the RCMP speed measuring devices when using the ICDVS Radar Interface Cables.

2.4.5. Malfunction and Failure Modes

2.4.5.1. Loss of operating power or disconnection from the vehicle battery up to 60 hours must not result in the ICDVS requiring reprogramming.

2.4.5.2. Sudden ICDVS failure must not cause loss of any recorded information up to the point of failure.

2.4.5.3. Any ICDVS malfunction or loss of functionality of the recorder, cameras, display or microphones must be indicated to the operator immediately.

2.4.6. Recording Modes and Functions

2.4.6.1. The ICDVS recording functions must be activated by any of the following methods:

- a) Operator activates the "record" button
- b) Activation of the emergency lights or sirens
- c) Operator activates the "record" button on the wireless microphone transmitter
- d) Activation on vehicle crash producing forces of 5g or greater
- e) Patrol speed exceeds RCMP parameters.

2.4.6.2. It must be impossible to edit or delete recordings from within the vehicle.

2.4.6.3. The ICDVS must be capable of simultaneously and synchronously recording a minimum of three video streams and a minimum of two audio streams.

2.4.7. Control and Configuration

2.4.7.1. Any overlaid displayed items must not overwrite image information.

2.4.7.2. The pre and post event video must be configurable to 60 seconds.

- 2.4.7.3. The extent of duration of the ICDVS pre-event and post-event video must only be configurable by the system administrator.
- 2.4.7.4. The ICDVS must have the capability to restrict access to the critical programming/configuration functions (such as time/date features) to the system administrator.
- 2.4.7.5. The ICDVS must have the capability of preventing the erasing, altering, and/or recording over of previously recorded information from in-vehicle ICDVS components until the DME has been exported and safeguarded.
- 2.4.7.6. The automatic crash activation function must not be tied into any of the vehicle systems (i.e., air bags).
- 2.4.7.7. The ICDVS must date/timestamp the DME file creation.
- 2.4.7.8. All in-vehicle ICDVS time references (e.g., DME, date/timestamp, recorder functions) must utilize an automatic, single-source and accurate method of date/timekeeping.
- 2.4.7.9. The ICDVS must have GPS-based time correction.
- 2.4.7.10. The ICDVS must be self-adjusting for regional daylight saving time and leap year variance.
- 2.4.7.11. Truncated recordings from a single event must be played back as one contiguous recording by the player, without requiring post processing.
- 2.4.7.12. The ICDVS must provide an original DME.
- 2.4.7.13. All metadata must be readable in a non-proprietary text reader such as Windows, WordPad, or Notepad.
- 2.4.7.14. The ICDVS Graphical User Interface (GUI) must be capable of operating on the RCMP approved in-car police computer such as: Panasonic Toughbook equipped with Windows 7 or 10.
- 2.4.7.15. **(Rated)** The ICDVS may provide the capability to allow streaming of audio and video in real time over a commercial cellular network.

2.5. ICDVS Environmental Requirements

- 2.5.1. The in-vehicle ICDVS equipment must operate within the range of temperatures between -40 and +50 degrees Celsius without the use of environmental control housing.
- 2.5.2. All ICDVS in-vehicle components must meet successfully the following MIL-STD version 810-F, IP or equivalent standard. Test results from an accredited test laboratory or an accredited engineer demonstrating compliance to the 810-F and IP tests described below must be submitted with the technical offer:

2.5.2.1. Temperature – Storage

- 2.5.2.1.1. The system must meet the requirements of MIL-STD-810F, method 501.4, Procedure I for High Temperature.
- 2.5.2.1.2. The system must meet the requirements of MIL-STD-810F, method 502.4, Procedure I for Low Temperature.

2.5.2.2. Temperature – Operation

- 2.5.2.2.1. The system must meet the requirements of MIL-STD-810F, method 501.4, Procedure II for High Temperature.
- 2.5.2.2.2. The system must meet the requirements of MIL-STD-810F, method 502.4, Procedure II for Low Temperature.

2.5.2.3. **Humidity**

2.5.2.3.1. The system must meet the requirements of MIL-STD-810F, method 507.4 for Humidity.

2.5.2.4. **Drop Resistance**

2.5.2.4.1. The system must meet the requirements of MIL-STD-810F, method 516.5, Procedure IV for Drop Resistance.

2.5.2.5. **Vibration**

2.5.2.5.1. The system must meet the requirements of MIL-STD-810F, method 514.5, Procedure I, Category 24 for Vibration.

2.5.2.6. **Dust Resistance**

2.5.2.6.1. The system must meet the requirements of MIL-STD-810F, method 510.4, Procedure I or meet the requirements of the IP 54 Standard.

2.5.2.7. **Water Resistance**

2.5.2.7.1. The system must meet the requirements of MIL-STD-810F, method 506.4, Procedure III or meet the requirements of the IP 54 Standard for water resistance.

2.6. ICDVS Electrical Characteristics

2.6.1. The power available to the ICDVS must be considered raw and unfiltered. The ICDVS must provide the means to filter and regulate its power source and to protect against short-circuiting.

2.6.2. The ICDVS must operate within the minimum vehicle power fluctuation range of 7.0 to 18.0 volts.

2.6.3. The ICDVS continuous current draw must be no more than 4 amps at 12 volts while operating 1 front-facing rear-facing camera, 1 backseat camera and microphone, 2 wireless microphones, 1 audio/video monitor, 1 controller and 1 recorder.

2.6.4. The ICDVS must be protected against damage from input of stray voltage, overpower, reverse polarity and electrical transients.

2.6.4.1. Abrupt loss of DC input power while in normal operation must not cause damage to the ICDVS or render it unable to function properly upon restoration of input power.

2.6.5. The contractor will work with the RCMP to develop installation procedures appropriate for each vehicle platform, currently in use by RCMP National Fleet, that will receive a video system.

2.6.5.1. The ICDVS must operate correctly when installed in a vehicle that has been provisioned according to RCMP National Fleet fit-up standards.

2.6.5.2. The ICDVS must not require significant alterations to the standard automotive electrical environment in an RCMP vehicle in order to operate reliably.

2.7. Environment, Health and Safety

2.7.1. Each ICDVS primary and secondary battery must comply with UL 1642, Lithium Batteries and/or UL 2054, Household and Commercial Batteries or UL 60950-1, Standard on Information Technology Equipment Safety.

2.7.2. ICDVS component carried on the officer's person must meet Underwriters Laboratories Standards for electrical shock, electrocution and burn prevention.

2.7.3. ICDVS component worn or carried by the officer must be of smooth construction, properly rounded or chamfered to avoid injury.

2.7.4. ICDVS components must be free of sharp points or edges that could cause injury.

- 2.7.5. ICDVS clips and retention devices must minimize the possibility of pinch points that could cause injury.
- 2.7.6. The ICDVS parts that can come into contact with human skin must not be allowed to reach a temperature capable of causing a burn injury.
- 2.8. Laboratory Testing**
- 2.8.1. The bidder must make available at no additional cost the proposed hardware and software so that it may be tested by the RCMP in a laboratory setting. It will be the responsibility of the bidder to correct any deficiencies identified by this testing.
- 2.9. ICDVS Installation Requirements**
- 2.9.1. The ICDVS and its components must not be required to be installed in any original vehicle manufacturer's designated airbag deployment zone.
- 2.9.2. The ICDVS contractor must provide the necessary brackets, mounting hardware and installation instructions to ensure the manufacturer's equipment is installed in accordance with all appropriate Federal Motor Vehicle Safety Standards.
- 2.9.3. If the ICDVS is to be mounted overhead, the mounting bracket for the control panel must not require any holes or cuts to the interior headliner unless the hole(s) or cuts are necessary for solidity and security reasons. If hole(s) or cuts to the headliner are required, the contractor must provide materials necessary to give the headliner a finished look.
- 2.9.4. When installed in accordance with the manufacturer's instructions, ICDVS equipment must be located to minimize interference with the driver's view.
- 2.9.5. When installed in accordance with the manufacturer's instructions, ICDVS equipment must be located to minimize interference with the front-seat passenger's view.
- 2.9.6. The installed ICDVS must not interfere with any of the controls of other electronic systems of the RCMP vehicles (e.g., siren controller).
- 2.9.7. The RCMP police vehicle windshield must not be used as a mounting location for the ICDVS components.
- 2.10. ICDVS Interfaces Requirements**
- 2.10.1. All ICDVS controls and components must be located and designed to minimize driver distraction.
- 2.10.2. The ICDVS control graphical user interface (GUI) must be designed and organized to minimize officer workload.
- 2.10.3. The ICDVS control graphical user interface (GUI) must comprise full functional control of cameras, microphones, and recorder.
- 2.10.4. The ICDVS record button on the control graphical user interface (GUI) must be readily identifiable by size, color, location and/or other design features.
- 2.10.5. Controls on the ICDVS components must be visible during periods of darkness.
- 2.10.6. The ICDVS must provide the following controls:
- a) Power on/off
 - b) Play
 - c) Record start
 - d) Fast forward
 - e) Rewind
 - f) Stop
 - g) Pause
 - h) Zoom in/out
 - i) Autofocus
 - j) Backlight compensation
 - k) Manual focus
 - l) Camera selection
- 2.10.7. The ICDVS must provide the following indicators:

- a) System Power on
 - b) Microphone on
 - c) Media inserted and operational with remaining capacity/time available
 - d) Recording
 - e) Fast forward
 - f) Rewind
 - g) Stop
 - h) Time counter
 - i. Diagnostic display showing results (see paragraph 2.4.2.2)
 - ii. Wireless microphone connectivity (synchronization)
 - iii. Wireless microphone record activation status
- 2.10.8. The ICDVS in-vehicle equipment must have the capability to display the date and time in real-time.
- 2.10.9. The ICDVS in-vehicle equipment must have the capability to selectively display the operator or vehicle identification information and the following system status indicators in real-time:
- a) video recording on/off
 - b) microphone(s) on/off
 - c) target speeds (in km/h) from RCMP radar systems
 - d) calibrated patrol speeds (in km/h)
- 2.10.10. The ICDVS in-vehicle equipment must have the capability to display the date/time of DME creation during playback. The date/time is to be captured in the metadata and displayed as overlay to video images during playback and not embedded in the video images so as not to overwrite image information.
- 2.10.11. The ICDVS in-vehicle equipment should have the capability to selectively display the following items captured in the metadata during playback:
NOTE: These items are to be captured in the metadata and displayed as overlay to video images during playback and not embedded in the video images so as not to overwrite image information.
- a) vehicle identification information
 - b) emergency light and/or siren indication
 - c) brake indication
 - d) crash indication
 - e) system status indicators (video recording on/off, microphone(s) on/off)
 - f) target speeds (in km/h) from RCMP radar systems
 - g) calibrated patrol speeds (in km/h)
- 2.10.12. Operator controls and buttons must provide for back lighting.
- 2.10.13. The ability to turn off the back lighting on operator controls and buttons must be provided.
- 2.10.14. The illumination level must be controllable from off (i.e., no light) to full visibility (i.e., bright light).
- 2.11. ICDVS Support Requirements**
- 2.11.1. The updating/upgrading of ICDVS must not require a connection to the Internet.
- 2.11.2. The updating/upgrading of ICDVS must be intuitive and achievable by system operators.
- 2.11.3. **Training**
- 2.11.3.1. General
 - 2.11.3.1.1. The installation, operation and technical support requirements for the system must be detailed in training courses.

2.11.3.1.2. Because of the availability of the RCMP personnel, the Contractor must be prepared to provide training courses in Western Canada and Eastern Canada. A suitable training site, capable of accommodating up to 20 training candidates, will be provided by the Contractor in consultation with the technical authority. Installation, technical and operator training can be combined into a single course of up to 8 hrs duration.

2.11.3.2. Installation Training

2.11.3.2.1. The installation training must be comprehensive for RCMP to install the ICDVS. The installation training must cover at least, but not limited to:

- a) Basic operating procedures;
- b) ICDVS components installation instructions;
- c) Basic hardware/software troubleshooting procedures;
- d) The use of any diagnostic tool; and
- e) ICDVS component replacements.

2.11.3.3. Technical Training

2.11.3.3.1. The technical training must be comprehensive for RCMP technical personnel and RCMP Helpdesk personnel to provide front line support for the ICDVS. All necessary hardware and software must be provided and the technical training must cover at least, but not limited to:

- a) ICDVS operating procedures;
- b) Hardware/software troubleshooting procedures;
- c) Recovery of recorded information in the event of a hardware or software failure
- d) The use of any diagnostic tool; and
- e) ICDVS reset procedures.

2.11.3.4. Operator Training

2.11.3.4.1. The operator training package must contain at least, but not limited to:

- a) Basic operating procedures;
- b) Basic hardware/software trouble shooting procedures; and
- c) Common issues and diagnostics.

2.12. Reports, Manuals and Documents

2.12.1. User Manual

2.12.1.1. The User Manual must summarize, through text and illustrations, equipment set-up, operations safety and basic servicing. The User Manual must identify key safety and handling precautions.

2.12.2. Installation Manual

2.12.2.1. The installation manual must specify the equipment mounting locations

2.12.2.2. The ICDVS manufacturers must provide information in their installation manual that specifies the proper wiring, fuses,

-
- connectors, and connection points with the vehicle electrical system and grounding points.
- 2.12.2.3. If the ICDVS is to be mounted overhead, the ICDVS manufacturer must specify equipment mounting locations in the installer's guide or owner's manual, or to provide a list of vehicles for which the contractor's systems will meet the Federal Motor Vehicle Safety Standards.
- 2.12.2.4. The Installation Manual must describe the necessary steps to install the ICDVS in the RCMP police vehicle. As a minimum, the Installation Manual must address the following:
- a) Brief technical description;
 - b) Data summary (e.g. specifications for the system and replaceable assemblies);
 - c) Equipment set-up and mounting procedures;
 - d) Description of controls and instruments;
 - e) Pre-use testing or inspection;
 - f) Operating procedures;
 - g) Basic diagnosis and/or fault finding;
 - h) Safety, including personnel and equipment;
 - i) Hazardous material issues associated with the operation and care of the equipment, including the required procedures for handling and disposing of such materials;
 - j) Tools and material required for ICDVS installation;
 - k) Applicable Environmental Health and Safety (EHS) warnings and instructions in direct relation of EHS risks presented in the contents;
 - l) Any other information recommended by the Contractor and agreed upon by Canada.
- 2.12.3. Maintenance Manual
- 2.12.3.1. The Maintenance Manual must cover all issues associated with the operation, care and maintenance, storage as well as personnel and equipment safety. As a minimum, the Maintenance Manual must address the following:
- a) Brief technical description;
 - b) Data summary (e.g. specifications for the system and replaceable assemblies);
 - c) Equipment set-up and mounting procedures;
 - d) Description of controls and instruments;
 - e) Pre-use testing or inspection;
 - f) Operating procedures;
 - g) Operator maintenance and care;
 - h) Consumable replacement;
 - i) Basic diagnosis and/or fault finding;
 - j) Storage;
 - k) Safety, including personnel and equipment;
 - l) Hazardous material issues associated with the operation and care of the equipment, including the required procedures for handling and disposing of such materials;
 - m) Tools used for Operator maintenance (if any);
 - n) Weight and Measures chart;

- o) Any post shutdown actions or precautions (closing down drills);
- p) Operating under unusual conditions;
- q) Emergency Operating Procedures;
- r) Operation of Ancillary Equipment;
- s) Applicable Environmental Health and Safety (EHS) warnings and instructions in direct relation of EHS risks presented in the contents;
- t) Any other information recommended by the Contractor.

2.12.4. Replacement Parts List

- 2.12.4.1. A listing of recommended replacement parts for the ICVS must be provided. The list must break down parts to the level of repairable items. Parts list must include sufficient information to order parts from the OEM including pricing information.
- 2.12.4.2. The replacement parts list must include an installation kit that includes the following:
 - a) All cables;
 - b) Brackets;
 - c) Hardware and supplies; and
 - d) any other items required for installation of the ICDVS components.
- 2.12.4.3. The replacement parts list must include an Itemized list of all cables and hardware that are available for ordering.
- 2.12.4.4. The Replacement Parts List must be delivered 60 days after contract award.

2.12.5. Serial Number Register

- 2.12.5.1. The Serial Number Register (SNR) data must be listed in order of shipment dates with the most current shipment date data listed first. This document must be formatted on an Excel spreadsheet
- 2.12.5.2. The following column cells must be contained in the register (where applicable) as a minimum:
 - a) Item No;
 - b) Contract Number;
 - c) Order Number (if applicable);
 - d) Item Description;
 - e) Item Serial No.;
 - f) Quantity in Shipment;
 - g) Shipment Date;
 - h) Destination (as shown on shipping documents);
 - i) Contract Line Item Number (CLIN);
 - j) Invoice No.;
 - k) Item Warranty Expiry Date; and
 - l) Shelf Life
 - m) The Contractor may include any other equipment movement information as deemed warranted.

2.13. Legal support

- 2.13.1. If the authenticity of ICDVS evidence is subject to a legal challenge, or if a technical explanation as to the internal operation of the ICDVS system is required by the court, the contractor will provide a qualified person(s) to give evidence in the manner required.

2.14. Warranty

- 2.14.1. The contractor must warrant that for 36 months (or any other period stated in the contract), the ICDVS and all provided parts (including hardware, accessories and software) will be free from all defects in design, material or workmanship, and will conform to the requirements of the contract.
- 2.14.2. The warranty period begins on the date of delivery, or if acceptance takes place at a later date, the date of acceptance.
- 2.14.3. In the event of a defect or non-conformance in any part of the ICDVS or provided parts (including hardware, accessories and software) during the warranty period, the contractor, at the request of the RCMP to do so, must repair, replace or otherwise make good at its own option and expense the part of the ICDVS found to be defective or not in conformance with the requirements of the contract **within 14 calendar days from receipt**
- 2.14.4. During the warranty period, the contractor must pay the transportation cost to and from the RCMP. If no service center is located in Canada, the contractor is also responsible for all others fees (including brokerage fees, customs, duties etc). The delivery point will be specified by the RCMP.
- 2.14.5. If the contractor fails to fulfill any obligation described in this warranty section within a reasonable time of receiving a notice, the RCMP will have the right to remedy or to have remedied the defective or non-conforming ICDVS at the contractor's expense. If the RCMP does not wish to correct or replace the defective or non-conforming ICDVS, an equitable reduction will be made in the contract Price.
- 2.14.6. If an ICDVS is returned to a service facility more than (3) three times for the same problem within a two (2) year period while under warranty, the ICDVS must be replaced with a new one at the expense of the contractor.
- 2.14.7. If an ICDVS or component of an ICDVS is being sent to a service center for repair/replacement under warranty the contractor must, upon being notified that the ICDVS (or component) is being sent for warranty repair/replacement, provide to the RCMP a replacement ICDVS (or component) for use until the original ICDVS (or component) is returned from the service center. The transportation cost, to and from the RCMP, and all other expenses (brokerage, customs, duties, etc) associated with this advance replacement of equipment is the responsibility of the contractor. The delivery point will be specified by the RCMP.
- 2.14.8. **(Rated)** Options to purchase additional periods of warranty coverage should be available.

ANNEX "B" BASIS OF PAYMENT

ITEM #	DESCRIPTION	UNIT OF MEASURE	FIRM UNIT PRICE FOR INITIAL PERIOD OF 3 YEARS	FIRM UNIT PRICE FOR OPTION PERIOD YEAR 1	FIRM UNIT PRICE FOR OPTION PERIOD YEAR 2
01	Basic Configuration Including: 1 front-facing camera and mount, 1 wireless microphone, batteries and docking station, 1 back-seat camera, mount and wired microphone, 1 controller, 1 audio-video monitor, 1 digital recorder, software including Video Management software, removable storage media, all ancillary components (wiring, cabling including radar interface cables, mounting hardware) user guide, installation manual and diagnostic tools, if any.	Per unit	\$	\$	\$
02	Enhanced Configuration Including: 1 front-facing camera and mount, 1 wireless microphone, batteries and docking station, 1 back-seat camera, mount and wired microphone, 1 digital recorder, software including Video Management software, removable storage media, the necessary hardware/software and wiring/cabling to interface with the MDT/MWS, all ancillary components (wiring, cabling including radar interface cables, mounting hardware), user guide, installation manual and diagnostic tools, if any. A controller and an audio-video monitor to be included only if necessary for interfacing with the Mobile Data Terminal (MDT).	Per unit	\$	\$	\$
03	Wireless Configuration Including: A configuration in order to provide for the wired/wireless export of video recording including all the necessary hardware, software, transmitter, receiver, antenna, cabling and wiring, user guide, installation manual and diagnostic tools, if any.	Per unit	\$	\$	\$
	Additional Parts				
04	a) Front-facing/rear-facing camera	Per unit	\$	\$	\$
05	b) Front-facing camera mount	Per unit	\$	\$	\$
06	c) Rear-facing camera mount	Per unit	\$	\$	\$
07	d) Rear-facing camera wiring and cabling	Per unit	\$	\$	\$
08	e) Back-seat camera	Per unit	\$	\$	\$
09	f) Back-seat camera microphone (if not included in the camera)	Per unit	\$	\$	\$

10	g) Wireless microphone	Per unit	\$	\$	\$
11	h) Wireless microphone battery	Per unit	\$	\$	\$
12	i) Wireless microphone docking station	Per unit	\$	\$	\$
13	j) ICDVS Controller	Per unit	\$	\$	\$
14	k) ICDVS audio-video monitor	Per unit	\$	\$	\$
15	l) ICDVS digital recorder	Per unit	\$	\$	\$
16	m) ICDVS removable storage media	Per unit	\$	\$	\$
17	n) ICDVS radar interface cables	Per unit	\$	\$	\$
18	o) ICDVS Radar Interface cables kit for Stalker Dual SL	Per unit	\$	\$	\$
19	p) ICDVS Radar Interface cables kit for Stalker Dual DSR	Per unit	\$	\$	\$
20	q) ICDVS Radar Interface cables kit for Raptor RP-1 by Kustom Signals Eagle	Per unit	\$	\$	\$
21	r) ICDVS Radar Interface cables kit for Kustom Signals CRS832 Conventional Mode (K-band)	Per unit	\$	\$	\$
22	s) ICDVS Radar Interface cables kit for Kustom Signals CRS833 Multi-Mode (K-band) Raptor PR-1	Per unit	\$	\$	\$
23	t) Hardware / software and wiring/cabling to interface with the MDT/MWVS	Per unit	\$	\$	\$
24	Operator Training Session	Per unit	\$	\$	\$
25	Installation Training Session	Per unit	\$	\$	\$
26	Technical Training Session	Per unit	\$	\$	\$
27	Optional additional period of warranty of 1 Year	Per unit	\$	\$	\$
28	Optional additional period of warranty of 2 Years	Per unit	\$	\$	\$

Solicitation No. - N° de l'invitation
E60HN-18ICVS/A
Client Ref. No. - N° de réf. du client
E60HN-18ICVS

Amd. No. - N° de la modif.
File No. - N° du dossier
hn467. E60HN-18ICVS

Buyer ID - Id de l'acheteur
hn467
CCC No./N° CCC - FMS No./N° VME

ANNEX "C" SECURITY REQUIREMENTS CHECK LIST (SRCL)

(SEE ATTACHED SRCL)



Gouvernement
du Canada

Gouvernement
du Canada

Contract Number / Numéro du contrat

201600830

Security Classification / Classification de sécurité

20171120113

SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction Contract and Aboriginal Policing	
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 In-car digital video system training component			
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 <input type="checkbox"/> Yes	
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 <input type="checkbox"/> Yes	
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 type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
6 b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
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 <input type="checkbox"/> Yes	
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 checked="" 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"/>
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 checked="" type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>	
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>	
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>	
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>	

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

Canada



Government of Canada
Gouvernement du Canada

201711120113

Contract Number / Numéro du contrat
201800630

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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 ☐ Yes
Non 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 ☐ 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 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 ☐ 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 ☐ Yes
Non 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 ☐ Yes
Non 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



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du Canada

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201711120113

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	COMSEC TOP SECRET COMSEC 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).

Solicitation No. - N° de l'invitation
E60HN-18ICVS/A
Client Ref. No. - N° de réf. du client
E60HN-18ICVS

Amd. No. - N° de la modif.
File No. - N° du dossier
hn467. E60HN-18ICVS

Buyer ID - Id de l'acheteur
hn467
CCC No./N° CCC - FMS No./N° VME

ANNEX “D” to PART 3 OF THE REQUEST FOR STANDING OFFERS

ELECTRONIC PAYMENT INSTRUMENTS

The Offeror must complete the information requested below, to identify which electronic payment instruments are accepted for the payment of invoices.

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

- ☐ () 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)

ANNEX "E" to PART 5 OF THE REQUEST FOR STANDING OFFERS

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Offeror, by submitting the present information to the Standing Offer Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare an offer non-responsive, or may set-aside a Standing Offer, or will declare a contractor in default, if a certification is found to be untrue, whether during the offer evaluation period, during the Standing Offer period, or during the contract period. Canada will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply with any request or requirement imposed by Canada may render the Offer non-responsive, may result in the Standing Offer set-aside or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) – Labour's](#) website.

Date : _____ (YYYY/MM/DD) (If left blank, the date will be deemed to be the RFSO closing date.)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Offeror certifies having no work force in Canada.
- ☐ A2. The Offeror certifies being a public sector employer.
- ☐ A3. The Offeror certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- ☐ A4. The Offeror certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.
- ☐ A5. The Offeror has a combined workforce in Canada of 100 or more employees; and
 - ☐ A5.1 The Offeror certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

OR

- ☐ A5.2. The Offeror certifies having submitted the [Agreement to Implement Employment Equity](#) (LAB1168) to ESDC-Labour. As this is a condition to issuance of a standing offer, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- ☐ B1. The Offeror is not a Joint Venture.

OR

- ☐ B2. The Offeror is a Joint venture and each member of the Joint Venture must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)