



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

Bid Receiving/Réception des soumissions  
RCMP - F Division  
Procurement & Contracting Services  
c/o Commissionaires, F Division  
6101 Dewdney Ave  
Regina, SK S4P 3K7

**REQUEST FOR  
STANDING OFFER**

Regional Individual Standing Offer (RISO)

**DEMANDE D'OFFRES À  
COMMANDES**

Offre à commandes individuelle régionale  
(OCIR)

Proposal to: Royal Canadian Mounted Police

Canada, as represented by the Royal Canadian  
Mounted Police, hereby requests a Standing Offer  
on behalf of the Identified Users herein.

Proposition aux : Gendarmerie royale du Canada

Le Canada, représenté par la Gendarmerie  
royale du 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

LE PRÉSENT DOCUMENT COMPORTE UNE  
EXIGENCE EN MATIÈRE DE SÉCURITÉ

<b>Title – Sujet:</b> Installation, removal and retrofit emergency and safety equipment in police vehicles, Saskatchewan		<b>Date</b> August 27, 2019
<b>Solicitation No. – N° de l'invitation</b> M9424-19-2312/A - PW-19-00887327		
<b>Client Reference No. - No. De Référence du Client</b> 201902312		
<b>Solicitation Closes – L'invitation prend fin</b>		
<b>At / à :</b>	2 :00 pm	CST (Central Standard Time) HNC (Heure Normale du Centre)
<b>On / le :</b>	October 8, 2019	
<b>Delivery - Livraison</b> See herein — Voir aux présentes	<b>Taxes - Taxes</b> See herein — Voir aux présentes	<b>Duty – Droits</b> See herein — Voir aux présentes
<b>Destination of Goods and Services – Destinations des biens et services</b> See herein — Voir aux présentes		
<b>Instructions</b> See herein — Voir aux présentes		
<b>Address Inquiries to – Adresser toute demande de renseignements à</b> Rachel Sookoo, Procurement Officer		
<b>Telephone No. – No. de téléphone</b> 639-625-3291	<b>Facsimile No. – No. de télécopieur</b> 306-780-5232	
<b>Delivery Required – Livraison exigée</b> See herein — Voir aux présentes	<b>Delivery Offered – Livraison proposée</b>	
<b>Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:</b>		
<b>Telephone No. – No. de téléphone</b>	<b>Facsimile No. – No. de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) – Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>		
<b>Signature</b>	<b>Date</b>	



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## PART 1 - GENERAL INFORMATION

### 1.1 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 Requirement: 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;
  - 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, the Mandatory Technical Criteria, the Basis of Payment, and any other annexes.

### 1.2 Summary

The Royal Canadian Mounted Police (RCMP) requires a Regional Individual Standing Offer (RISO) for the supply of all labour, certain materials, storage and jockey service necessary to install, remove and retrofit emergency and safety equipment in police vehicles. The Standing Offer will encompass multiple vehicle platforms on an "as and when" requested basis as per this "Statement of Work" and RCMP Installation Manuals, or as provided in manual supplements by the Technical Authority. RCMP Authorized installation manuals will be provided upon contract award.

The term of the Standing Offer is for a period of one (1) year with the option to extend the term of the Standing Offer for two (2) additional one (1) year option periods. A minimum of one (1) offer to a maximum of four (4) will be recommended for issuance.

"The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA)."

### 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.

Please note, the above website is specific to PWGSC requirements and processes may differ from RCMP requirements.



## 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 Recourse Mechanisms

If you have any concerns relating to the procurement process, please refer to the [Recourse Mechanisms](#) page on the Buyandsell.gc.ca website. Please note that there are strict deadlines for filing complaints with the Canadian International Trade Tribunal (CITT) or the [Office of the Procurement Ombudsman \(OPO\)](#).  
<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/recourse-mechanisms>  
<http://opo-boa.gc.ca/plaintesurvol-complaintoverview-eng.html>

## 1.6 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 7.15 Transition to an e-Procurement Solution (EPS).

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

## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

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

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](#) (2019-03-04) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

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

Delete: 60 days  
Insert: 180 days

#### 2.1.1 SACC Manual Clauses

M1004T (2016-01-28), Condition of Material  
B3000T (2006-06-16), Equivalent Products



## 2.2 Submission of Offers

Offers must be submitted only to RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

Due to the nature of the Request for Standing Offers, transmission of offers by facsimile or email to RCMP will not be accepted. Furthermore, RCMP has not been approved for offer submission by epost Connect service.

## 2.3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) 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 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.

## 2.4. 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 Saskatchewan.

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, it acknowledges that the applicable laws specified are acceptable to the offerors.

## 2.5. Optional Information Session

It is recommended that the Offeror or a representative of the Offeror attend the information session. Arrangements have been made for an information session to provide a tutorial of the scope of work.

The information session will be held on September 18, 2019 from 1:00 p.m. to 2:30 p.m., at Regina Post Garage, 6101 Dewdney Avenue, Regina. SK. Offerors are requested to communicate with the Contracting Authority five (5) days before the scheduled visit to confirm attendance and provide the name(s) of the person(s) who will attend. Offerors may be requested to sign an attendance form. Offerors who do not attend or send a representative will not be given an alternative appointment but they will not be precluded from submitting an offer. Any clarifications or changes to the bid solicitation resulting from the information session will be included as an amendment to the bid solicitation.

## 2.6. Promotion of Direct Deposit Initiative

The following information is not related to the solicitation process:

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



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

Should you have any questions regarding the Cheque Standardization Project or if you want to register, please contact the following email: [corporate\\_accounting@rcmp-grc.gc.ca](mailto:corporate_accounting@rcmp-grc.gc.ca)

## **PART 3 - OFFER PREPARATION INSTRUCTIONS**

### **3.1. Offer Preparation Instructions**

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (three (3) hard copies)

Section II: Financial Offer (one (1) hard copy)

Section III: Certifications (one (1) hard copy)

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 their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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

#### **Section I: Technical Offer**

In their technical offer, offerors should demonstrate their understanding of the requirements contained in the solicitation and explain how they will meet these requirements. Offerors should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical offer should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the offer will be evaluated. Simply repeating the statement contained in the solicitation is not sufficient. In order to facilitate the evaluation of the offer, Canada requests that offerors address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, offerors may refer to different sections of their offers by identifying the specific paragraph and page number where the subject topic has already been addressed.

#### **Section II: Financial Offer**

Offerors must submit their financial offer in accordance with Annex C, Basis of Payment. The total amount of Applicable Taxes must be shown separately.



### 3.1.1 Exchange Rate Fluctuation

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

### Section III: Certifications

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

## 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.

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Criteria

The mandatory technical criteria are detailed in Annex B and Appendix 4.

#### 4.1.2 Financial Evaluation

**4.1.2.1** The price of the offer will be evaluated in Canadian dollars, including all delivery charges, administration, costs and risks of transport and customs clearance, the payment of customs duties and any applicable environmental fees, GST is extra. The total evaluated price will be calculated in the following method using information provided by the offeror as per Annex C, Basis of Payment:

- 1) The rates from Table 1 – A & B, provided by the offeror based on estimated quantities, will be multiplied by 90% (0.90) to equal the Total Price.
- 2) The rates from Table 2 – A & B, provided by the offeror based on estimated quantities, will be multiplied by 90% (0.90) to equal the Total Price.
- 3) The rates from Table 3 – A & B, provided by the offeror based on estimated quantities, will be multiplied by 90% (0.90) to equal the Total Price.
- 4) The rates from Table 4 – A, B and C, provided by the offeror based on estimated quantities, will be multiplied by 10% (0.10) to equal the Total Price.
- 5) The sum of each item's Total Price will be added to equal the Total Evaluated Price.

##### 4.1.2.2 SAAC Manual Clauses

M0019T (2007-05-25), Firm Prices and/or Rates  
M0220T (2016-01-28), Evaluation of Price

### 4.2 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offer and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer. A minimum of one (1) offer to a maximum of four (4) will be recommended.





## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and associated 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 Precedent to 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.

#### 5.1.1 Integrity Provisions

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

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

Please see the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaires-forms-eng.html) website for further details (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaires-forms-eng.html>).

#### 5.1.2 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 \(ESDC\) – Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare 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 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.



### 5.1.3 Additional Certifications Precedent to Issuance of a Standing Offer

#### 5.1.3.1 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

#### Definitions

For the purposes of this clause, "*former public servant*" is any former member of a department as defined in the [Financial Administration Act](#), R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"*lump sum payment period*" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"*pension*" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c.P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c.S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c.C-17, the [Defence Services Pension Continuation Act](#), 1970, c.D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c.R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c.R-11, the [Members of Parliament Retiring Allowances Act](#), R.S., 1985, c.M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c.C-8.

#### Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes** ( ) **No** ( )

If so, the Bidder must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

#### Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

**Yes** ( ) **No** ( )

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;



- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

#### 5.1.3.2 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 Offeror and of his/her availability.

#### 5.1.3.2 Education and Experience

The Offeror certifies that all the information provided in the résumés and supporting material submitted with its offer, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Offeror to be true and accurate. Furthermore, the Offeror warrants that every individual offered by the Offeror for the requirement is capable of performing the Work resulting from a call-up against the Standing Offer.

### PART 6 – SECURITY REQUIREMENTS

#### 6.1 Security Requirements

1. Before issuance of a standing offer, the following conditions must be met:
  - (a) the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Part 7A - Standing Offer;
  - (b) 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 [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website. Please note, the above website is specific to PWGSC requirements and processes may differ from RCMP requirements.



## PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

### A. STANDING OFFER

#### 7.1 Offer

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

#### 7.2 Security Requirements

7.2.1 The following security requirements (SRCL and related clauses deleted) apply and form part of the Standing Offer.

The Contractor must:

- a) ensure that all persons working at the Contractor's facility hold a valid Facility Access Level 2 (no escort required) security clearance issued by RCMP Departmental Security Section.
- b) ensure that all persons working on site at the RCMP hold a Facility Access Level 3 (no escort required)

The Contractor shall not remove or make any copies of any designated or classified information or assets from the identified work site(s).

#### 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>) issued by Public Works and Government Services Canada.

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

##### 7.3.1 General Conditions

2005 (2017-06-21) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

##### 7.3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods and services to Canada 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 Annex "F", Standing Offer Usage Report. 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 every 6 months to the Standing Offer Authority.

The reporting periods are defined as follows:

- March 15
- September 15



The data must be submitted to the Standing Offer Authority no later than five (5) business days after the end of the reporting period.

## **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 twelve (12) months from award of the Standing Offer.

### **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 for two (2) additional twelve (12) month periods 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 Delivery Points**

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

## **7.5. Authorities**

### **7.5.1 Standing Offer Authority**

The Standing Offer Authority is:  
Rachel Sookoo, Procurement Officer  
Royal Canadian Mounted Police  
5600 11<sup>th</sup> Avenue, Regina, SK S4P 3J7  
Telephone: 639-625-3291 Fax: 306-780-5232 E-mail: [rachel.sookoo@rcmp-grc.gc.ca](mailto:rachel.sookoo@rcmp-grc.gc.ca)

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

### **7.5.2 Project Authority**

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

### **7.5.3 Offeror's Representative (To be completed upon award.)**

## **7.6 Proactive Disclosure of Contracts with Former Public Servants**

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.



### 7.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is:  
Royal Canadian Mounted Police  
Regina Post Garage and NW Procurement & Contracting

### 7.8 Call-up Procedures

Call-ups against the Standing Offer will be awarded with “Right of First Refusal” to the first ranking offeror (the offeror with the lowest evaluated price). The call-up procedures require that when a requirement is identified, the authorized call-up authority will approach the first ranking offeror to determine if the requirement can be satisfied by that offeror. If the highest ranked offeror is able to meet the requirement, a call-up is made against the standing offer. If the highest ranked offeror is unable to meet the requirement, the call-up authority will approach the offeror of the next ranked SO. The authorized call-up authority will continue and proceed as above until one offeror indicates that it can meet the requirement of the call-up. If none can meet the requirement, an alternate procurement strategy will be considered.

### 7.9 Call-up Instrument

The Work will be initiated by the Contracting Authority using form 942, Call-up Against a Standing Offer.

The Work will be authorized or confirmed by the Project Authority using a work order.

### 7.10 Limitation of Call-ups

Identified Users within Post Garage can raise individual call-ups against the Standing Offer up to \$10,000.00 (Applicable Taxes included).

NW Procurement and Contracting can raise individual call-ups against the Standing Offer up to \$250,000.00 (Applicable Taxes included).

### 7.11 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$2,000,000.00 (Applicable Taxes included) 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 three (3) months before the expiry date of the Standing Offer, whichever 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.

### 7.12 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions 2010C (2018-06-21) General Conditions – Services (Medium Complexity);
- e) Annex A, Statement of Work;
- f) Annex C, Basis of Payment;
- g) Annex D, Insurance Requirements;
- h) Annex E, Security Requirements Check List;
- i) the Offeror's offer dated \_\_\_\_\_ “as amended on \_\_\_\_\_” (to be completed upon award).





## **7.13. Procurement Ombudsman**

### **7.13.1 Dispute Resolution Services**

The Parties agree to make every reasonable effort, in good faith, to settle amicably all disputes or claims relating to or arising from the Contract, through negotiations between the Parties' representatives authorized to settle. If the Parties do not reach a settlement within 30 working days, each party hereby consents to fully participate in and bear the cost of mediation led by the Procurement Ombudsman pursuant to Subsection 22.1(3)(d) of the *Department of Public Work and Government Services Act* and Section 23 of the *Procurement Ombudsman Regulations*.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169, by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).

### **7.13.2 Contract Administration**

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by the complainant respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met.

To file a complaint, the Office of the Procurement Ombudsman may be contacted by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), by telephone at 1-866-734-5169, or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).

## **7.14 Certifications and Additional Information**

### **7.14.1 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.

### **7.14.2 SACC Manual Clauses**

SACC Manual clause M3020C (2016-01-28), Status of Availability of Resources

### **7.14.3 Education and Experience**

The Offeror certifies that all the information provided in the résumés and supporting material submitted with its offer, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Offeror to be true and accurate. Furthermore, the Offeror warrants that every individual offered by the Offeror for the requirement is capable of performing the Work resulting from a call-up against the Standing Offer.

## **7.15 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 Saskatchewan.

## **7.16 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 Statement of Work**

The Contractor must perform the Work described in the call-up against the Standing Offer.

### **7.2 Standard Clauses and Conditions**

#### **7.2.1 General Conditions**

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

### **7.3 Term of Contract**

#### **7.3.1 Delivery Date**

Delivery must be completed in accordance with the Annex A of the Standing Offer.

Should a Contractor not adhere to the timelines outlined in Annex A, Article 12.1 Vehicle and Equipment Deliverables, there will be no guarantee that subsequent call-ups will be made to that particular Contractor.

### **7.4 Proactive Disclosure of Contracts with Former Public Servants**

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

### **7.5 Payment**

#### **7.5.1 Basis of Payment**

- a. The Basis of Payment attached hereto as Annex "C" will be used to price any call-up made pursuant to the Standing Offer.
- b. In consideration of the Offeror satisfactorily completing all of its obligations under the call-up, the Offeror will be paid the firm price stipulated in the call-up, calculated in accordance with Annex "C", Applicable Sales Tax extra.

#### **7.5.2 SACC Manual Clauses**

C0710C (2007-11-30), Time and Contract Price Verification  
C0711C (2008-05-12), Time Verification  
C6000C (2017-08-17), Limitation of Price  
H1001C (2008-05-12), Multiple Payments





## 7.6 Invoicing Instructions

1. The Contactor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
  - a) The invoice must be forwarded to the address shown on the call-up for certification and payment.
  - b) The Contractor will provide an invoice upon final inspection and acceptance of all work and services by the \*\*\*RCMP Representative. The Contractor must provide invoicing on a per-vehicle basis and all services are to be itemized individually. All RCMP or Contractor installed or removed equipment must be listed on the invoice with the RCMP asset and/or serial number. Invoices should be received within two weeks of when completed work is accepted by the RCMP. Invoices are to be sent in PDF form to the specified RCMP e-mail address. Both Email and PDF file Title must include Contractor name, RCMP Vehicle Code, Date format Y/M/D and Invoice number.

## 7.7 Insurance

The Contractor must comply with the insurance requirements specified in Annex D. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

## 7.8 SACC Manual Clauses

B1501C (2018-06-21), Electrical Equipment



## ANNEX "A" STATEMENT OF WORK

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1. Scope of Work
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2. Summary of Standard Equipment Installation
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4. Details of Decommissioning Equipment
5. Details of Equipment Installation
6. Details of Equipment Retro-Fit
7. Details of Equipment On-Vehicle Repair (In Service Vehicles)
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13. Reporting
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19. Statement of Work Definitions
20. Definitions, Descriptions and Terminology



**1. SCOPE OF WORK**

A Standing Offer for the supply of all labour, certain materials, storage and jockey service necessary to install, remove or repair emergency and safety equipment in police vehicles. The Standing Offer will encompass multiple vehicle platforms and equipment on an “as and when” requested basis for the Royal Canadian Mounted Police (RCMP) Post Garage as per this “Statement of Work”. RCMP authorized installation information will be provided upon contract award.

**1.1 SUMMARY: SCOPE OF WORK**

<b>INSTALLATION OF STANDARD EQUIPMENT</b>
<b>Stream 1</b> - Type 1, <u>Option A</u> (Full Installation) Basic Marked Police Vehicle – Sedan/SUV
<b>Stream 2</b> - Type 1, <u>Option B</u> (Pre-equipped Vehicle, National Fleet) Basic Marked Police Vehicle – Sedan/SUV/PPV Truck
<b>Stream 3</b> – Type 2, <u>Option B</u> - (Pre-equipped Vehicle, National Fleet) Patrol Police Vehicle with Light bar – Sedan/SUV/PPV Truck
<b>Stream 4</b> - Type 3: <u>Option A</u> - Slick/Clean Roof Sedan/SUV/ PPV Truck
<b>Stream 5</b> - Type 4: - Marked Truck
<b>VEHICLE DECOMMISSIONING (REMOVAL OF STANDARD EQUIPMENT)</b>
<b>Stream 6</b> - Type 1: Basic Marked Police Vehicle Sedan/SUV
<b>Stream 7</b> - Type 3: Slick/Clean Roof with Lightbar – Sedan/SUV/PPV Truck
<b>Stream 8</b> - Type 4: Marked Truck
<b>Stream 9</b> - Other Vehicle Type
<b>EQUIPMENT INSTALLATION, RETRO-FITTING OR REPAIR</b>
Light bar assembly
Carbine rack
Console system
Headlight flasher assembly
LED Light head
Rear Traffic Advisor Unit only
Rear Traffic Advisor Unit Cable
Power Distribution Unit (PDU)
Police Radio transceiver
Police Radio system
Police Radio Repeater
Roof mount antenna and Coaxial antenna
Stick-on discreet antenna and Coaxial antenna
In Car Digital Video System (ICDVS)
ICDVS Main power harness
ICDVS DVR Unit
ICDVS display
ICDVS display cable



ICDVS rear camera
ICDVS rear camera cable
ICDVS front camera
ICDVS front camera cable
ICDVS rear microphone
ICDVS Wireless microphone antenna
ICDVS Wireless Upload Antenna
ICDVS Wireless Upload Cables
Radar system
Radar antenna
Radar rear antenna cable
Automated license plate readers (ALPRs)
Vehicle battery maintainer system
Printer mount / printer connecting arm
Cellular Phone Car Kit
Siren/lighting controller unit
Siren speaker
MWS Dock

**2. SUMMARY OF STANDARD EQUIPMENT INSTALLATION**

All vehicle equipment installation will be in accordance with the respective RCMP Installation Procedures and include the following listed equipment:

**The Contractor will be required to complete the fit-up of vehicle Types 1 - 3 at two different options:**

**Option A - Full Installation - Installation of all required police equipment.**

**Option B - Pre-Equipped Installation - Installation of required equipment in addition to equipment already installed by the National Up-fitter.**



**Stream 1 - Type 1, Option A (Full Installation) Basic Marked Police Vehicle – Sedan/SUV**

- 🚒 Siren/lighting controller unit, keypad
- 🚒 Siren speaker
- 🚒 Light bar assembly
- 🚒 Headlight flashers
- 🚒 Corner strobes/power supply and/or LED lights
- 🚒 Rear traffic advisor
- 🚒 Possible additional lighting in certain vehicles
- 🚒 Horn transfer and vehicle lighting disable
- 🚒 Power distribution unit (PDU)
- 🚒 Base wiring harness
- 🚒 Police radio/s system
- 🚒 Roof antennas
- 🚒 Centre console assembly
- 🚒 Dash mount Siren keypad and radio display system
- 🚒 Laptop docking station
- 🚒 Dual battery Isolator and wiring
- 🚒 Additional Battery
- 🚒 In Car Digital Video System (ICDVS)
- 🚒 Interior lighting (partition and additional roof lighting)
- 🚒 Prisoner partition shield (potentially two SUV models)
- 🚒 Rear equipment/storage box installation
- 🚒 RCMP Carbine rack
- 🚒 Rear side window bars
- 🚒 Rear interior door modification and emergency door lock release
- 🚒 Disable/remove factory interior components – E.g. Coat hooks, vents, handle and/or interior lighting
- 🚒 Radar system including VSS cable installation and video interface cable
- 🚒 Cell phone/hands free kit and booster
- 🚒 Driver's license reader
- 🚒 Thermal printer
- 🚒 Secure idle
- 🚒 Mud flaps
- 🚒 Additional Battery maintainer



**Stream 2 - Type 1, Option B (Pre-equipped Vehicle, National Fleet) Basic Marked Police Vehicle – Sedan/SUV/PPV Truck**

- 🚒 Siren/lighting controller unit, keypad
- 🚒 Light bar assembly – New or Reissued
- 🚒 Rear traffic advisor (may be included in Option B pre-equipped)
- 🚒 Possible additional lighting in certain vehicles
- 🚒 Power distribution unit (PDU)
- 🚒 Police radio/s system
- 🚒 Roof antennas
- 🚒 Centre console assembly
- 🚒 Laptop docking station Mobile Work Station (MWS)
- 🚒 Dash mount - Siren keypad and Radio display system
- 🚒 In Car Digital Video System (ICDVS)
- 🚒 Rear equipment/storage box installation in the SUV (Option B pre-equipped in Some Models)
- 🚒 RCMP Carbine rack
- 🚒 Rear side window bars
- 🚒 Rear interior door modification and emergency door lock release
- 🚒 Disable/remove factory interior components – E.g. Coat hooks, vents, handle and/or interior lighting
- 🚒 Radar system including VSS cable installation and video interface cable
- 🚒 Cell phone/hands free kit and booster
- 🚒 Driver's license reader
- 🚒 Thermal printer/ Mounting system
- 🚒 Factory Up-fitter base wire change or addition
- 🚒 Additional Battery maintainer

**Stream 3 - Type 2: Option B - Patrol Police Vehicle with Light bar – Sedan/SUV/PPV Truck**

The vehicle will be built based on the Type 1 vehicle above in accordance with the \*\*\*\*RCMP Provided Procedural Standards with the following changes:

In Addition:

- 🚒 Automated license plate readers (ALPRs)

**Stream 4 -Type 3: Option A - Slick/Clean Roof Sedan/SUV/PPV Truck**

The vehicle will be built based on the Type 1 vehicle above in accordance with the \*\*\*\*RCMP Provided Procedural Standards with the following changes:

Minus:

- 🚒 Light bar assembly

In Addition:

- 🚒 Additional front lighting (e.g. grill, windshield lighting)
- 🚒 Additional rear lighting (e.g. back window, bumper, hatch)
- 🚒 Additional side lighting (e.g. side mirror, side body panel)



## **Stream 5 - Type 4: - Marked Truck**

The vehicle will be built based on the Type 1 Option (A) vehicle above in accordance with the following changes:

### In Addition:

- 🚒 Rear window bars
- 🚒 Rear seat equipment storage box
- 🚒 Tool box
- 🚒 Bed mat
- 🚒 Step tubes

## **2.1 DETAILS OF EQUIPMENT INSTALLATION**

Depending on the vehicle platform being fit-up; some items listed may be pre-installed (option B). Listed below are the main installation stages of a police vehicle fit-up.

### **Front-End / Under Hood**

The initial steps of the fit-up are to install the heavy duty power wiring, power breaker, front siren speaker, front corner strobe lights and controller, headlight flasher along with the associated wiring. Installation must be performed as per the \*\*\*\*RCMP Provided Procedural Standards.

### **Headliner/Roof**

At this stage of the fit-up, attachment of the rooftop antennas and light bar occurs which requires the lowering of the interior headliner and other trim. Installation of miscellaneous wires along headliner as per vehicle platform, e.g. interior lighting, and cabling for rear LED lighting, traffic advisor, ICDVS, radar, partition light. Installation must be performed as per the \*\*\*\*RCMP Provided Procedural Standards.

### **Driver Compartment**

Work in the front cabin includes installation of the center console assembly, radio communications equipment, ICDVS, Idle control and horn transfer relay/DRL cut-off module with wiring, and disabling the auto light sensor. Wiring passing through the cabin is routed at this step. Installation must be performed as per the \*\*\*\*RCMP Provided Procedural Standards.

### **Police Equipment Storage Unit**

Each vehicle platform has a specific electronic equipment storage unit. The unit contains the PDU, siren and lighting controllers, radio unit, supplemental wiring for the ICDVS, radio, lighting, siren and console. While the box or tray is custom manufactured, the specific attachment points and openings are not pre-done to allow flexibility for future changes in the following (e.g. PDU, siren and lighting controllers, radio unit and video hardware). The electronics equipment unit and or storage unit is secured to the vehicle and equipment is mounted and connections made. There is a significant amount of wiring in this stage of vehicle equipment installation, this includes adding wire splices, terminations and connections. Care and caution must be exercised to ensure quality is consistent. Excess wiring and cabling must be properly coiled, tied up and loomed. Installation must be performed as per the \*\*\*\*RCMP Provided Procedural Standards.

### **Prisoner Shield / Partition**

The rear seat is converted to a secure space for transporting occupants. This requires installation of a partition behind the front seat. Multiple pieces of equipment are also installed on the partition at this stage including the RCMP Carbine rack, camera equipment, rear compartment light. A pass through\conduit of wiring and cabling from the front of the vehicle to the rear may also be installed on certain platforms to protect against damage to equipment wiring. Prior to the installation of the partition some factory installed equipment must be disabled or removed on certain platforms (e.g. roof vent, handles, coat hooks). Installation must be performed as per the \*\*\*\*RCMP Provided Procedural Standards.



**Second Row Partition**

On Police vehicles that require and not provided with National Fit-up Vehicles. Installation must be performed as per the \*\*\*\*RCMP Provided Procedural Standards.

**Front Cabin Finish**

Final equipment is installed in the driver's compartment at this stage. Wiring was prepared in earlier stages, but actual mounting and connection was deferred to allow easier movement by technicians and avoid potential damage. Such equipment includes camera system ICDVS, wireless upload antenna, radar heads/display/logic unit and laptop docking station assembly. Installation must be performed as per the RCMP \*\*\*\*RCMP Provided Procedural Standards.

**Rear Passenger Doors**

Changing out the door panels to a more secure version, the addition of window barriers and a mechanical emergency door release is done at this point. The door release process must be done very meticulously to ensure the safety of the occupants. Installation must be performed as per the RCMP \*\*\*\*RCMP Provided Procedural Standards.

**Finish Fit-up**

Final equipment is installed (e.g. flashlight holder, cell phone and booster, fire extinguisher, step rails, jack holder, winch assembly and mud-flaps). Installation must be performed as per the \*\*\*\*RCMP Provided Procedural Standards.

**3. SUMMARY OF VEHICLE DECOMMISSIONING**

The Contractor will be required to remove all vehicle equipment in accordance with the respective RCMP Procedures and include the following listed equipment:

**Streams 6 to 9 - All Vehicle Fit-Up Types - If Present the Contractor Must Remove From Vehicle**

- |  |  |
|--|--|
| ☛ Siren controller unit, keypad and Wiring                                     | ☛ Laptop docking station   |
| ☛ Siren speaker and bracket  | ☛ In Car Digital Video System (ICDVS)  |
| ☛ Light bar assembly   | ☛ Prisoner partition shield (Maybe two SUV)  |
| ☛ Headlight flasher (returned to original equipment manufacturer status) (OEM) | ☛ Rear equipment/storage box or equipment tray   |
| ☛ Corner Light and power supply  | ☛ Shotgun rack and/or carbine rack   |
| ☛ Rear traffic advisor and hardware  | ☛ Rear and/or rear side window bars  |
| ☛ Any additional lighting  | ☛ Radar system including Vehicle Speed Sensor cable installation (VSS) and video interface cable |
| ☛ Horn transfer and vehicle lighting enable (returned to OEM status)           | ☛ Cell phone/hands free kit  |
| ☛ Power distribution unit (PDU)  | ☛ Secure idle (returned to OEM status)   |
| ☛ Added interior lighting (partition and additional roof lighting)             | ☛ Door chime module  |
| ☛ Base wiring harness  | ☛ All Integrated Police Vehicle (IPV) equipment  |
| ☛ Police radio/s systems Including repeater                                    | ☛ Other equipment components – (e.g. hidden lighting, lock boxes).                               |
| ☛ Antennas and cabling   | ☛ Factory Up-fitter base wire change or addition*  |
| ☛ Centre console assembly  | ☛ Additional Battery maintainer  |
| ☛ Dash mount system  | ☛ Automated license plate readers (ALPRs)  |





### **3.1 DETAILS OF VEHICLE DECOMMISSIONING - EQUIPMENT REMOVAL AND HANDLING**

The Contractor will be contacted by the \*\*\*RCMP Representative, “as and when requested” to remove all or requested police/safety/additional equipment without damage to the equipment or vehicle as per the \*\*\*\*RCMP Provided Procedural Standards. The vehicle manufacturers wiring must be returned to factory state. In addition to the removal of the police/safety equipment platform specific factory equipment will need to be re-enabled (e.g. daytime running lights, lighting, horn, secure idle removal). A pre-inspection check sheet will be provided by the RCMP to assist with testing equipment before vehicle decommissioning.

All equipment must be returned to the \*\*\*RCMP Representative, in an organized fashion unless detailed in decommissioning list. The RCMP may require the Contractor to dispose equipment on behalf of the identified user. A list of disposal equipment will be provided upon the award of contract. Listed equipment and all other waste replaced / acquired during vehicle decommissioning must be handled with accordance to Good Practices and Environmental Laws governing the proper disposal of materials. Items listed as being retained or reissued with any defects must be marked with defect noted with green painter’s tape.

### **4. DETAILS OF DECOMMISSIONING EQUIPMENT**

In accordance with Life Cycle Management, The RCMP will require the vender to: retain, return, reissue, or properly dispose equipment. A list will be supplied of requested decommissioning equipment on award of contract. If the Contractor finds equipment not on the list, they are required to contact the \*\*\*RCMP Representative. Care must be taken with the decommissioned equipment and disposal of Police equipment must be followed the \*\*\*\*RCMP Provided Procedural Standards.

### **5. DETAILS OF ADDITIONAL EQUIPMENT INSTALLATION**

The Contractor may be contacted by the \*\*\*RCMP Representative, “as and when requested” to install additional police equipment in vehicles currently in-service within Identified User Division. Installation must be performed as per \*\*\*\*RCMP Provided Procedural Standards. Items that are removed as part of a retro-fit are to be removed without damage to the equipment, vehicle and manufacturers wiring. All equipment must be returned to the \*\*\*RCMP Representative, in an organized fashion.

### **6. DETAILS OF EQUIPMENT RETRO-FIT**

The Contractor may be contacted by the \*\*\*RCMP Representative, “as and when requested” to retro-fit police equipment in vehicles currently in service within the F Division fleet. Installation must be performed as per \*\*\*\*RCMP Provided Procedural Standards. Items that are removed as part of a retro-fit are to be removed without damage to the equipment, vehicle and manufacturers wiring. All equipment must be returned to the \*\*\*RCMP Representative, in an organized fashion.

### **7. DETAILS OF EQUIPMENT ON-VEHICLE REPAIR (In-Service Vehicles)**

The Contractor may be contacted by the \*\*\*RCMP Representative, “as and when requested” to repair police/safety equipment on vehicles currently in service within the Division Fleet. Repairs completed by the Contractor will be at the guidance \*\*\*\*RCMP Provided Procedural Standards.

### **8. DETAILS OF OFF-VEHICLE EQUIPMENT REFURBISHING**

The Contractor may be contacted by the \*\*\*RCMP Representative, “as and when requested” to refurbish off-vehicle police/safety equipment. The \*\*\*RCMP Representative will provide detailed instructions on refurbishing procedures at the guidance \*\*\*\*RCMP Provided Procedural Standards.

### **9. DETAILS OF MOBILE OPERATIONS REQUIREMENT**

The Contractor will be contacted by the Identified user “as and when requested” to attend RCMP locations within Saskatchewan to repair or retro-fit police/safety equipment. A planned rollout schedule will be provided with every projected trip and the Contractor must supply Contractor employee/s all the tools and consumables necessary to complete the requirement. All travel to be invoiced as per the Treasury Board of Canada Travel Directive rates. Installation must be performed as per \*\*\*\*RCMP Provided Procedural Standards. Items that are removed as part of a



retro-fit are to be removed without damage to the equipment, vehicle and manufacturers wiring and returned to the \*\*\*RCMP Representative.

#### **10. DETAILS OF JOCKEY SERVICE REQUIREMENT**

The RCMP prides themselves on keeping an outstanding Corporate Identity. Under the Treasury Board Motor Vehicles Policies, the RCMP vehicles are considered a workplace and therefore, in all instances the person/s in RCMP vehicles are required to follow the Workplace Standards of Conduct. The Contractor employees must operate with reasonable and respectful dress, behavior and language that reflecting a professional image listed in the definition of workplace. All Contractors are expected to operate RCMP vehicles in accordance to all Federal and Provincial Traffic Safety Acts.

The Contractor will be contacted by the \*\*\*RCMP Representative, "as and when requested" apart of each and all individual "call up" listed to transport vehicles from identified user from requested location. Upon the completion of the work performed the Contractor will be required to return the vehicle to identified user requested location.

The Jockey service is part and parcel per call-up for Items: Installation of Standard Equipment and Removal of Standard Equipment. The Jockey service up to four (4) vehicles per one (1) vehicle delivery.

The Contractor may be asked "as and when requested" for additional Vehicle Jockey Service only for the following: Additional Equipment Install, Equipment to be Retro-Fitted, Equipment On-Vehicle Repair R&R. The Jockey service maybe one-way vehicle delivery. The contractor may be expected to provide themselves with a ride back without means of an RCMP vehicle.

In all instances, where a vehicle with RCMP markings and a roof mounted light bar is to be driven by the Contractor's employee, a light bar cover stating the vehicle is not in service must be used. RCMP owned covers will be supplied by Post Garage upon contract award. If the supplied covers are lost or damaged or if additional covers are required, it will be at the expense of the Contractor. The RCMP reserves the right to request the return of the supplied covers at any time. The Contractor must have their valid vehicle transportation permit on their possession when jockey services are performed.

In all instances, where a vehicle with RCMP markings without a roof mounted light bar is to be driven, a RCMP supplied 'Out of Service' decal cover will be used to cover the front driver and passenger side door crests. RCMP owned covers will be supplied by the RCMP Post Garage upon contract award. If the supplied covers are lost or damaged or if additional covers are required, it will be at the expense of the Contractor. The RCMP reserves the right to request the return of the supplied covers at any time.

In order to prevent incurring excessive mileage on the vehicles, contractors located outside a 50 kilometer radius from the requested location, will have to transport the vehicles by transport carrier. The costs of the transport carrier are to be borne by the Contractor.

#### **11. FACILITY REQUIREMENT:**

**Vehicle Storage:** Vehicles must be secure at all times. Vehicles must remain locked when outside the Contractor's facility. Vehicles must be stored inside the Contractor's facility, in a monitored alarmed building overnight and the Contractor needs to provide on-site storage compound for RCMP vehicles that has the capacity to store five (5) vehicles. The storage compound must have an eight-gauge chain link fence, not less than 8 feet high with the bottom of the fence not more than 2 inches from the ground and the top secured by an angled one-foot extension for extra security. Storage compound must also have sufficient lighting to illuminate vehicles contained therein and be operational from dusk until dawn.

**\*NOTE:** Contractor facility and storage area must be kept in such a condition as to ensure no damage to RCMP owned vehicles. The facility and secure storage compound will be inspected by an RCMP representative prior to award of Standing Offer.

To avoid damaging the vehicle batteries, the Contractor must ensure that the battery is disconnected in the vehicles while being stored at their location.



**Stored Equipment:** The Contractor must securely store all RCMP owned equipment and accessories until they are to be used to complete a vehicle install or are returned to the RCMP. RCMP emergency and communication equipment will be inventoried and stored in an access controlled area.

**Storage:** The Contractor will be required to store inventory in such a manner as to avoid damage to and loss of the equipment. Inventory facilities will be periodically inspected by \*\*\*RCMP Representative. The RCMP equipment not being installed on current vehicle in work area must not be stored in employee work space or toolboxes.

## **12. DELIVERABLES**

The Contractor is required to provide the following deliverables for the entire duration of the Standing Offer.

Only RCMP approved equipment is to be used on/in RCMP vehicles. The Contractor must have approval from the \*\*\*RCMP Representative prior to fabricating any product for the installation of equipment in RCMP owned vehicles; this includes but is not limited to brackets and cages.

The Contractor must keep all requested forms information up-to-date and current.

The Contractor must meet Vehicle and Equipment Deliverables Timelines as per call-up as and when requested. All work must meet the \*\*\*\*RCMP Provided Procedural Standards.

The Contractor must supply all tools necessary to complete call-up requirements as well as select consumable items such as bolts, screws, wires, connectors, etc. Refer to Appendix 1 and 2 for a complete list of required consumables and specialty tools.

### **12.1 VEHICLE AND EQUIPMENT DELIVERABLES**

The Contractor must be able to adhere to the following timelines:

**New Vehicle Equipment Fit Up** – The \*\*\*RCMP Representative will provide notification to the Contractor, during regular business hours, forty-eight (48) hours prior to a required call-up.

- Streams one to four (1 to 4) (Type 1 to Type 3) platform vehicle from point of jockey service pick up to vehicle delivery after completion is expected to take a maximum of 6 business days to complete.
- Stream five (5)– (Type 4) Marked Truck platform vehicles from point of jockey service pick up to delivery after completion is expected to take a maximum of 7 business days to complete Extra time will be allotted due to extra equipment needed. Multiple vehicles may be called up at a time.

**Vehicle Decommissioning Equipment Removal** – The \*\*\*RCMP Representative will provide notification to the Contractor, twenty-four (24) hours prior to a required call-up. Streams five to nine (5-9) from point of jockey service pick up to vehicle delivery is expected to take a maximum of 3 days to complete. Multiple vehicles can be called up at a time.

**Equipment Installation-** The \*\*\*RCMP Representative will provide notification to the Contractor, forty-eight (48) hours prior to a required call-up. From point of jockey service pick up to vehicle delivery is expected to take a maximum of 3 days to complete. Multiple vehicles can be called up at a time.

**Equipment Retro-fitting-** The \*\*\*RCMP Representative will provide notification to the Contractor, forty-eight (48) hours prior to a required call-up. From point of jockey service pick up to vehicle delivery is expected to take a maximum of 3 days to complete. Multiple vehicles can be called up at a time.

**Equipment On-vehicle Repair-** The \*\*\*RCMP Representative will provide notification to the Contractor, forty-eight (48) hours prior to a required call-up. From point of jockey service pick up to vehicle delivery is expected to take a maximum of 3 days to complete. Multiple vehicles can be called up at a time.

**Equipment Off-vehicle Repair-** The \*\*\*RCMP Representative will provide notification to the Contractor, forty-eight (48) hours prior to a required call-up. From point of jockey service pick up to vehicle delivery is expected to take a maximum of 3 days to complete. Multiple vehicles can be called up at a time.



**Warranty Repair** - The RCMP will notify the Contractor of a description of the vehicle and the Contractor defect. From the time of notification, the RCMP will give the Contractor the ability to diagnose and repair any warranty issues caused by faulty installation within a one (1) week time line.

### **13. REPORTING**

The Contractor will be required to provide the \*\*\*RCMP Representative with various reports for tracking and monitoring purposes. The following is comprehensive but may not contain all reporting required for the duration of the contract. The RCMP may require other information.

**Vehicle Acceptance Form** - When accepting vehicles from a transporter the Contractor will be required to accept vehicles and sign the Form. The Contractor will provide the \*\*\*RCMP Representative the forms upon request. A copy of the Form will be provided by the \*\*\*RCMP Representative, upon award of Standing Offer Agreement.

**Vehicle Movement Tracking Report** - The Contractor must keep all Vehicle movement up-to-date on a single tracking sheet when vehicles are transported by the Contractor off the contracting facility premises. See appendix #3

**Vehicle Tracking Report** - Bi-weekly update list of vehicles installed or retrofitted will be provided upon request. This list may include vehicle on hand inventory and select equipment asset numbers. The report will be provided in the requested format of excel Spreadsheet.

**Security Clearance Report** – With award of Standing Offer the \*\*\*RCMP Representative may request a summary of employees and Security Clearance. The report will be provided in the requested format of excel Spreadsheet.

**Pre/Post Vehicle Inspection Form** – With award of Standing Offer, the Contractor will be required a Pre/Post Vehicle Inspection form as part of Quality Assurance QA. The forms are vehicle specific and require changes and modifications to stay current with vehicle platforms. The Installation Streams 1 to 5 (Type 1 to Type 3)-platform vehicle/s must have an installation pre/post inspection form in vehicle when delivered. The decommissioned Streams 5 to 9 vehicle/s must have a pre/post decommissioning vehicle inspection form completed and saved on file.

### **14. GOVERNMENT FURNISHED SUPPORT/EQUIPMENT**

The \*\*\*RCMP Representative will provide the Contractor with a forecast of call-up requirements quarterly throughout the year.

The RCMP will supply all major components and emergency equipment. The components and emergency equipment supplied by the RCMP may be new, or used. The equipment may be delivered or picked up with regular vehicle movement within timelines of deliverables. Some items may be shipped via courier.

### **15. CARE, CONTROL AND CUSTODY**

The Contractor is responsible for the care, control and custody of RCMP vehicles and equipment while performing any services pursuant to the terms of the Standing Offer.

All marked vehicles must display a visible "Out of Service" light bar cover when in Contractor possession not on Contractor property. The Contractor will ensure only authorized Contractor personnel drive RCMP vehicles.

All work performed by the Contractor will meet the requirements of the Provincial Highway Act and in accordance with National/Provincial Standards.

All work performed by the Contractor will meet the \*\*\*\*RCMP Provided Procedural Standards.

### **16. QUALITY ASSURANCE REQUIREMENTS**

All work must be performed by the Contractor must consistently follow RCMP provided procedural standards in accordance with one or more methods approved by \*\*\*RCMP Representative: Verbal direction, duplicate demonstration vehicle, with created or provided Manual, Pictogram.

The \*\*\*RCMP Representative may perform any inspection assumed necessary to ensure that installations meet the standards described in the provided by the RCMP procedures. The Contractor must have an on-site Technical Quality Advisor available to address any issues brought forward from the \*\*\*RCMP Representative.



The Contractor will be promptly notified when a deficiency has been acknowledged by \*\*\*RCMP Representative. The Contractor is required to make corrective changes to meet the standards provided by RCMP work procedures. The Contractor will be responsible rectifying all deficiencies and will include necessary jockey service with no cost borne by the RCMP.

All RCMP equipment installed by the Contractor must be in good operating condition. If the supplied equipment is not, the Contractor will notify the \*\*\*RCMP Representative immediately. It is up to the Contractor to verify condition of equipment before installation.

The Contractor must perform a pre-delivery test verifying proper operation of the installed equipment. The pre-delivery inspection form will be vehicle specific. The proposed test procedures to be performed prior to shipping and the means of certifying each unit. A failure rate of greater than 25% will be deemed unacceptable and may terminate the contract.

The Contractor will immediately notify any damage with vehicle/s or equipment/s to \*\*\*RCMP Representative. Damage done by the Contractor to vehicle/s and or equipment/s will be the responsibility of the Contractor. All repairs or replacements will be at the Contractor's expense. No costs for such repairs or replacements will be borne by the RCMP. The repair to the vehicle must be completed using OEM parts and OEM repair facilities.

The Contractor employees performing vehicle fit-up will need to have a good understanding and vehicle installations and must follow vehicle manufacturer's best practices:

1. <https://www.fleet.ford.com/truckbbas/topics/2012/modGuide.html>
2. <https://www.gmupfitter.com/>
3. <https://assets.fcacanada.ca/fleet/medias/fleet/medias/pdf/en/vehicles/law-enforcement/fleet-law-enforcement-ram-ssv-upfitter-guide.59d73ee0554493b7.pdf>

The battery must be disconnected whenever the Contractor is working on any RCMP vehicle. This is to prevent discharge of battery, electrical circuits shorting out, fuses blowing and vehicle fires. The vehicle must be returned to the Post Garage with the batteries in the fully charged state.

The Contractor must check for wiring/wiring harness, fuel lines, fuel tanks, drive shaft, air bag sensors and coolant lines whenever drilling holes or installing equipment on any RCMP vehicles to prevent damage.

## **17. WARRANTY REPAIR**

The RCMP will address any defects found or occurred due to faulty installation during the twelve (12) months from actual date on invoice with the following procedure:

The RCMP will notify the Contractor of a description of the vehicle and the Contractor defect. From the time of notification, the RCMP will give the Contractor the ability to diagnose and repair any warranty issues caused by faulty installation within a one (1) week time line.

If the warrantable repair has not been completed within the one (1) week time line from notification, the RCMP reserves the right to choose a repair facility of convenience to perform the repair with all costs for the repair borne by the Contractor. If the vehicle has been deployed to a remote location, the Contractor is required to resolve warranty issues.

## **18. STANDING OFFER ASSUMPTIONS AND CONSIDERATIONS**

**Factory Up-fitter Vehicle/s:** In some circumstances; Factory Up-fit vehicles may require a change, addition or alterations while vehicle is in the disassembled state during vehicle equipment installation. The RCMP may request a change in one or more of the following factory Up-fitter items or wiring alterations to installed equipment. In the circumstance that an alteration is required, the requested change or alteration of less than one hour (1hr) to complete will be included as part and parcel of the vehicle build procedure.

In some circumstances the RCMP vehicles may have an issue with the factory installed police package. The Contractor is required to contact the \*\*\*RCMP Representative when an issue is discovered. The Contractor may be required to place the vehicle on hold while a decision is made. The Contractor may be asked to make a repair that will be less than one hour (1hr) total per vehicle. The time is included as part and parcel of the vehicle build procedure.



**Equipment Faults:** The RCMP will provide new or re-issued equipment for installation in vehicles. It is the responsibility of the Contractor to verify that all equipment is operational before installation. When a fault is found with the equipment, the Contractor is required to report the findings to the \*\*\*RCMP Representative. In some circumstances during vehicle equipment installation, the RCMP may request to repair or replace the item with a limit of up to one hour (1hr) total per vehicle. The time is included as part and parcel of the vehicle Installation Streams 1 to 5 (Type 1 to Type 3) platform vehicle/s.

**Equipment Re-issued:** The RCMP will require the Contractor to install RCMP owned re-issued equipment. The equipment must be cleaned and verified operational by the Contractor and be in full operational condition within 30 days from date on invoice.

**Equipment System Variations:** All emergency police equipment will be acquired by the RCMP and will require installation services of the Contractor. The equipment description within the solicitation is presented as systems. The models and manufactures or the equipment may change due to changes in supply arrangements or requirements. The routing, operation, manufacture and products may also change during the solicitation.

For example: The vehicle will contain a Radar system. The connection points, mounting and equipment may vary.

**Equipment Supply:** If due to the loss in equipment supply chain and previously addressed with the \*\*\*RCMP Representative before vehicle has been started. The \*\*\*RCMP Representative may ask the Contractor to perform vehicle equipment installation up-to the point the vehicle cannot be fit-up any longer without the missing equipment. If it has been determined the vehicle equipment supply cannot be supplied within two (2) hours from notification of work hold, the \*\*\*RCMP Representative reserves the right to approve one (1) hour to be allotted to relocate vehicle and restart at a time when equipment is available. This additional charge does not include equipment supply issue with vehicles that are already in progress.

**Equipment Request:** The RCMP may request the Contractor to provide competitive pricing on Police equipment. With approval, from the RCMP.

**Vehicle Keys:** All keys in Contractor's possession must be kept in a locked cabinet when not in direct care or with vehicle is in Contractor building. The Contractor must inform the \*\*\*RCMP Representative immediately if keys are lost or stolen.

**Contractor Preparation Requirement:** The Contractor must prepare and provide their staff the proper tools, safety equipment to perform the REPAIR / REMOVE AND REPLACE / RETROFIT to active vehicles and to the decommissioning of vehicles. The RCMP can provide safety guidelines but it is up to the Contractor to ensure the safety of its employees.

**Unknown Toxic Substances:** RCMP will provide the awarded Contractor with an unknown toxic substances injury mitigation procedure for decommissioning or repairing operational vehicles. The Contractor must be aware of potential risks and risk mitigation strategies to insure the safety of its employees. The Contractor is responsible to take all appropriate measures required to protect their employees according to Provincial guidelines, and internal company Health and safety/WHIMIS guidelines to avoid potential exposure to toxic substances while working on RCMP vehicles. As part of the procedure, if required, the vehicle may need to be safely removed from the inside of Contractor facility for a scheduled on-site safety inspection of the potentially contaminated vehicle. The employees must have required PPE listed in the procedure.

## 19. DEFINITIONS, DESCRIPTIONS AND TERMINOLOGY

**\*\*\*RCMP Representative** – Is described as: The identified user, as per Contract 7.7 or RCMP delegated Technical Authority.

**\*\*\*\*RCMP Provided Procedural Standards** - Is described as: Procedures may be provided with one or more of the following methods: visual demonstration either by "hands-on" training, verbal communication, written or diagram format. The RCMP may provide direction using demonstration vehicles. Due to the constant equipment changes, installation procedures will be constantly changing.

**National Fit-Up** – The National fit-up is performed by the Manufacture Contractor of choice and is set to perform installations to meet National Fleet standards.

**In-Service** - A vehicle that is considered to be operational and has been deployed to operations.



**Repair – On/In Vehicle Repair** - The repair of a piece of equipment previously installed in the vehicle.

**Refurbishing - Off Vehicle Repair** - The RCMP as and when requested may provide the following listed for off vehicle Refurbishing.

**Remove and Replace (R&R) Retro-Fit** - Refers to the removal of a piece of equipment and replace it with another. Is described as the removal and installation of the requested itemized in the Solicitation. The Retro-fit will include the removal of the old equipment, recording the requested asset numbers, follow disposal procedure and installation following RCMP procedure. This may include the removal and relocation of other equipment to accommodate the installation with Sub-systems and verification of connection and or programing.

For Example: Remove and Replace the ICVDS system, may include removal of old video system and installing the New ICVDS. Other components may need to be relocated for the installation of the video system. The Retro-fit will include connections to sub systems E.g. (Radar system, Siren/Lighting, vehicle outputs) and system programming and calibration.

**Retro-fit Additional Item-** To add (a component or accessory) to the vehicle that didn't previously have one. The installation may require the relocation and installation of other items that may be affected with the installation of the requested Item.

**Platform/Equipment Changes** - The RCMP will provide different vehicle platforms throughout the period of the solicitation. The following changes may include: change in vehicle model, vehicle spec change, equipment products and equipment manufactures.

The RCMP will require the vender to provide support during the change of a vehicle model or platform with Installation and manual documents.

**Systems** – The description of the equipment listed within the contract in the individual system. This would include all components provided with the contract and connections to applicable periphery system/s or vehicle.

**Materials** – Supplies provided by the Contractor – See Appendix Installation of Equipment.

**Equipment** - All emergency police equipment will be acquired by the RCMP but will require installation by the Contractor. Emergency police equipment acquired by the RCMP and installed by the Contractor is stated in this section. The equipment is described within the solicitation systems. The equipment provided may change during the progression of the solicitation. The models and manufacture may change due to changes in supply arrangements or requirements. The routing, operation, manufacture and products may also change during the solicitation.

For example: Requested call-up for a radar system installation. The Radar system is described as; all components, connection points, mounting and equipment as directed by RCMP Identified user and or provided by demonstration vehicle and or Manual. The connection points, mounting and equipment may vary from vehicle platforms and radar manufacture. The requirement radar system will not.

**PPV-** Acronym for Police Pursuit Vehicle

**OEM** – Acronym for original equipment manufacturer





**VSS** – Acronym for vehicle speed signal



**APPENDIX “1”  
Required Tools**

The contractor must agree to obtain the tools listed below as and when required. This list is comprehensive but, may be modified during the course of the Standing Offer. The list below will also include basic tools.

List may include but not limited to the following:

<b>Specific Required Tools</b>	
<ul style="list-style-type: none"> <li>➤ Complete ¼ to ½ drive socket sets</li> <li>➤ Torx internal, external and vehicle specific sockets</li> <li>➤ Complete wench set both SAE and Metric</li> <li>➤ Complete Screwdriver set including TORX</li> <li>➤ Cordless Electric drill and impact driver</li> <li>➤ Wire strippers 10-20 gauge (Kline 1011 or equivalent)</li> <li>➤ Wire terminal crimpers 10-22 gauge (Kline 1006 or equivalent)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Adjustable plyers</li> <li>➤ Large adjustable wrench</li> <li>➤ Hammer set including rubber mallets</li> <li>➤ Drill bit set -1/16" through 1/2" in 1/64" increments. High-speed Steel or Cobalt</li> <li>➤ Titanium Nitride-Coated Step Drill, 2-pc 1/4"- 1-3/8" and 1/6" – 7/8"</li> <li>➤ Measuring Tape 16 or 25ft</li> </ul>
	<p><b>Hydraulic HEX Style Terminal Crimper</b></p> <p>Min - 10 Ton hydraulic Terminal Crimper</p> <p>Min - 9 Hex Style Dies sizes 12 AWG – 2 AWG</p>
	<p><b>Industrial Mate-n-Lok Crimpers or Equivalent</b></p> <p>Open Barrel OEM Terminals crimpers</p> <p>Gauge 24-14 AWG</p>
	<p><b>Threaded Nut Installer or Equivalent</b></p> <p>Astro 1222 SAE Thread nut insert tool</p> <p>Huck 150n SAE threaded nut insert tool</p>
	<p><b>Smart Battery Charger (Dual Pro) or Equivalent</b></p> <p>12volt smart automotive battery charger</p>





	<p><b>Bi-Metal Hole Saw</b></p> <p>Hole saw must be used to create uniform proper holes for Wire access.</p> <p>¾" to 1 ¾" sizes</p>
	<p><b>Digital Voltage Ohm Meter</b></p> <p>Digital Voltage Ohm Meter</p>
	<p><b>Panel Retainer Removal Tool</b></p> <p>Blue Point YA331 or equivalent</p>
	<p><b>Vehicle Moving Dolly</b></p> <p>Multiple manufactures. Styles accepted is hydraulic lift and wheel brace Version</p>
	<p><b>Automotive Under hood Light Bar</b></p> <p>One required per vehicle in-progress</p>



**APPENDIX "2"**  
**Contractor Supplied Consumables**









The contractor must agree to obtain the consumable parts listed below as and when required. This list is comprehensive but, may be modified during the course of the Standing Offer.

	<p><b>SAE HEX Bolts</b></p> <p>Grade 5 or higher Zinc plated Coarse (standard) thread Sizes: 1/4" to 3/4"</p>		<p><b>Metric HEX Bolts</b></p> <p>Class 8.8 steel Zinc plated Coarse or Fine Thread Sizes: 6mm to 12mm</p>
	<p><b>Machine Screws</b></p> <p>Robertson, Pan Head Zinc Plated Steel</p> <p>Thread: #6-32 to #10-32</p>	  	<p><b>Wafer Head Phillips Self-Piercing Screws</b></p> <p>Phillips Modified Truss (R/W) Head screws, Black Oxide Phosphate or Zinc Type S Point</p> <p><b>#2 Phillips Modified Truss/Wafer Head Self-Drilling Screws</b></p> <p>#8 and #10 Sizes : 1/2" – 1 1/2"</p>
	<p><b>Socket Button Head</b></p> <p>Alloy steel black oil finish Coarse standard thread #8-32 to 3/8" -16</p>		<p><b>Hex Machine Screw Nuts</b></p> <p>ASTM F1941 Zinc Plated</p>
	<p><b>Sheet Metal Screws</b></p> <p>Slotted hex washer head Zinc plated steel Tread: #8 to #12 and 1/2" to 2 1/2"</p>		<p><b>Sheet Metal Screws</b></p> <p>Robertson pan head Zinc plated steel Thread: #8- #10</p>
	<p><b>Hex lock nuts</b></p> <p>Nylon Insert Zinc plated steel</p>		<p><b>Hex Nuts</b></p> <p>Grade 5 Zinc plated steel</p>
	<p><b>Fender Washers</b></p> <p>Grade 5 Zinc plated steel Size: 1/4" and 3/8"</p>		<p><b>Lock Washers</b></p> <p>Grade 5 Zinc plated steel</p>
	<p><b>K-Lock Nuts</b></p> <p>Grade 5 Steel Zinc plated steel Size: 1/4" and 3/8"</p>		<p><b>Flat Washers</b></p> <p>Grade 5 Zinc plated steel</p>











	<p><b>Ring Terminals</b></p> <p>Molded see-through nylon butted-seam barrel with a flared seamless brass sleeve at flared portion</p> <p>Wire size: 22g-18g Red 16g-14g Blue 12g-10g Yellow Holes sizes #10, ¼" to 3/8"</p>		<p><b>Male and Female Disconnect Terminal Connectors</b></p> <p>Molded see-through nylon butted-seam barrel with a flared seamless brass sleeve at flared portion</p> <p>Wire size: 22g-18g Red 16g-14g Blue 12g-10g Yellow</p>
	<p><b>Locking Spade/Fork</b></p> <p>Molded see-through Nylon Butted-seam barrel with a flared seamless brass sleeve at flared portion</p> <p>Wire size: 22g-18g Red 16g-14g Blue 12g-10g Yellow Spade Size: #6 to #10</p>		<p><b>Butt Connector</b></p> <p>Molded see-through Nylon</p> <p>Wire size: 22g-18g Red 16g-14g Blue 12g-10g Yellow</p>
	<p><b>Step Down Butt Connector</b></p> <p>Wire: 12-10g to 16-14g 8g to 10-12g</p>		<p><b>Tinned Copper Eyelet</b></p> <p>Closed Type Wire:4 gauge Eyelet Diameter: 3/8" to 5/8"</p>
	<p><b>Dual Wall Heat Shrink 3:1</b></p> <p>UL224 / VW-1 MIL-DTL-23053/5 Recovered: 0.080" (2.03 mm)</p> <p>Black:4-8g, 8-12g, 10-16g, 12-20g Red: 4-8g</p> <p>Adhesive lined polyolefin, Heat shrinkable tubing</p> <p>Temperature Rating: °C -55 to 135</p>		<p><b>Polyethylene Split Loom Tubing</b></p> <p>Polyethylene, Black Temperature Rating °C -40 to 93 Sizes 1/4" to 1 ½"</p>
	<p><b>3357NALL - Amber bulb</b></p> <p><b>DOT Compliant OEM</b></p>		<p><b>A.T. Blade Standard Fuses</b></p> <p>Industry standard colour coded</p> <p>3 Amp to 30 Amp SAE Standard J1284</p>









	<p><b>Commercial Mate-n-Lok</b></p> <p><b>Pins:</b> Male Pins: 18-14 Gauge Female Pins: 18-14 Gauge</p> <p><b>Connectors:</b> 2- Position: Male and Female 3- Position: Male and Female 12 - Position: Male and Female</p>		<p><b>5 Terminal Relay and Pigtail Assembly</b></p> <p><b>Relay:</b> Plastic Body with Mounting Bracket 40/30A 12 V DC SPDT Five terminal (NO/NC)</p> <p><b>Pigtail:</b> 2-18 AWG, 3-16 AWG</p>
	<p><b>AMG Stud-Mount Fuse</b></p> <p>RATING: 200 Amp / 32 VDC</p>		<p><b>6 Position Fuse Block</b></p> <p>ATC / ATO type fuses</p> <p>30 Amps per fuse</p> <p>Dimensions are 3/4"H x 3.5"W x 2.5L</p>
	<p><b>Type III Switchable Manual Surface Mount 80 amp</b></p> <p>Pollak 54-873PL or Buss Hi-Amp or Pico 3400-31</p> <p>UL rated 94VO; 3110°F155°C SAE Standard J1625.</p>		<p><b>Jacketed Wire Cable</b></p> <p><b>2 Wire Cable Gray and/or White Jacket</b></p> <p>16ga / 2cond (26str) control, CSA, FT-4 - SAE J1128</p> <p><b>White &amp; Black conductor Gray Jacket</b></p> <p><b>3 Wire Cable Gray and/or White Jacket</b></p> <p>20ga / 3cond (7str), control, CSA, FT-4 - SAE J1128 - Green/black/Red</p> <p>16ga / 3cond (26str), control, CSA, FT-4- SAE J1128 - red/black/white</p>
	<p><b>Primary Wire SXL</b></p> <p>SAE J1128 60v DC Rating Temperature Rating °C -40 to 125 Assorted colors 18 gauge to 10 gauge</p>		<p><b>WIRE 4 AWG</b></p> <p>ASTMB-172, ROHS COMPLIANCE EPDM- Jacket, Copper Conductor O.D.:340 Stranding 385/30</p> <p>600v Rating Temperature Rating °C -40 to 105 Black and Red Wire</p>



	<p><b>Ribbed "L" Series Rivet Nut Steel</b> Zinc Plate and Yellow Dichromate</p> <p>1/4" – 20 UNC Head Dia. 0.500 Length .580 Grip Range 0.27-1.65</p> <p>10-24 UNC Head Dia. 0.415 Length 0.475 Grip Range .130-.225</p>		<p><b>VELCRO® Rubber-Based Adhesive Hook Tape (RCMP approved)</b></p> <p>Velcro Loop #1000</p> <p>Velcro Hook #88</p>
	<p><b>Silicone</b></p> <p><b>100% Silicone</b> Black/ Clear /White RTV Silicone Sealant</p> <p>60°F (-51°C) to 450°F (232°C)</p> <p>Must be Permanently Waterproof/Flexible and will not shrink, Crack or Dry Out.</p> <p><b>Permatex 33694 The Right Stuff Gasket Maker or Equivalent</b></p>		<p><b>Electrical Tape</b></p> <p>Black Vinyl</p> <p>Thickness: 7 mils</p> <p>Passes UL 510 flammability test</p>
	<p><b>FLUSH TYPE PLASTIC HOLE PLUGS</b></p> <p>Material : Plastic Colour : White, Black Dimensions : 1/2" – 1 1/2" Temperatures until +50°C</p>		<p><b>Cable Ties Black</b></p> <p>UV Resistant Nylon 6/6 Temperature Rating °C -40 to 85 Strength Min 40 lbs UL Certified</p>
	<p><b>FLUSH TYPE PLASTIC BLANKING PLUGS</b></p> <p>Material : Nylon Colour : White, Black Dimensions : 1/2" – 1 1/2" Temperatures until +105°C PA6,6 - Flammability rating : UL94-V2</p>		<p><b>Rubber Grommets</b></p> <p>Styrene Butadiene Rubber</p> <p>Material: Rubber Colour: Black Dimensions: 1/2"- 2"</p>



	<p><b>SOFT BLANKING PLUGS</b></p> <p>Material : Soft PVC          Colour : Black          Dimensions : mm          Ideal for metal panels - Acid-resistant          - Withstand temperatures until +50°C</p>		<p><b>Black Heavy Duty Cable Clamps</b></p> <p>Nylon 6/6 Cable Clamps</p> <p>Multiple Sizes:          ¼" to 1.5"</p>
	<p><b>Ford Motorcraft Anti-Corrosion Coating or Equivalent</b></p> <p><b>PM-13-A</b></p>		<p><b>Aluminium Rivet</b></p> <p>Mandrel IFI Grade 11</p> <p><b>LARGE FLANGE</b></p> <p>Rivet          Diameter - 3/16 inch          Length - 450 - .950</p>
	<p><b>Galvanized Aircraft Cable</b></p> <p>Type: Galvanized          Stranded: 7x7 Strand Core          Breaking Strength: 480 LBS          Diameter: 1/16"</p>		<p><b>Aluminum Duplex Sleeves</b></p> <p>Type: Aluminum          Style: Duplex Sleeve          Size: 1/16"</p>

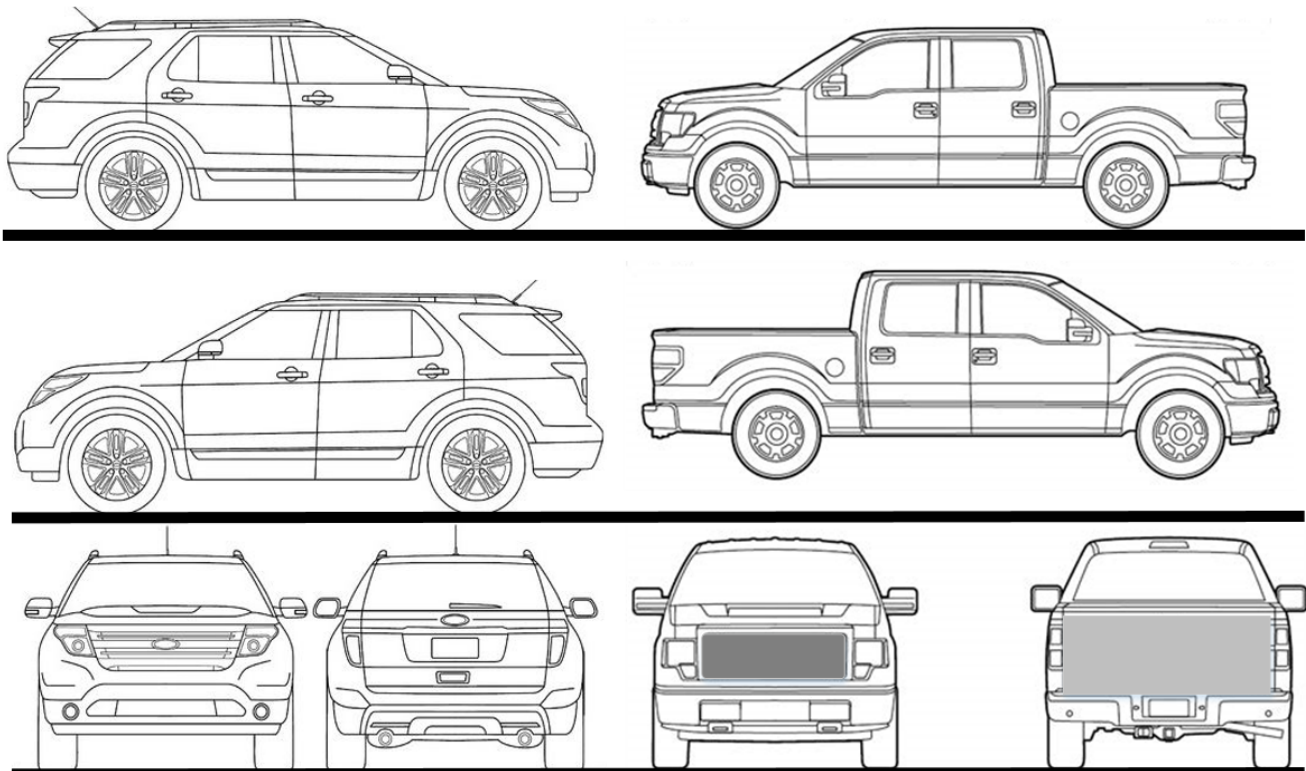




**APPENDIX "3"**  
**RCMP Vehicle Inspection Guide**

VEHICLE CODE:	DATE:		LOAD #
Item	Pass	Fail	Description
Dash Indicator lights			
Mirrors			
Wipers			
Tire Condition			
Glass Condition			
Battery Condition			
ADDITIONAL COMMENTS (Body damage or other deficiencies)			

Circle or Mark Damage Location on Vehicle Diagram





**ANNEX "B"**  
**MANDATORY TECHNICAL CRITERIA**

**MANDATORY TECHNICAL SPECIFICATION**

**Offerors must address each Mandatory Technical Specification** listed in the below table and indicate **using checkmarks**, whether the product offered “Meets” or “Does not meet” and provide the supporting documentation for each item where applicable. Offerors are requested to cross reference by item number on their supporting documentation where it clearly shows the specification meets each item and “N/A” if documentation is not available.

Item #	Description	Meets	Does not Meet	Page No.
1	The Owner/Operator of the Business submitting the offer must provide proof (e.g. business license, incorporation documents) that they have a minimum of five (5) years' experience in the field of vehicle radio communication /emergency equipment installation and the business has been operational for a minimum of five (5) years.			
2	The offeror must supply the names of the installation technicians with related years of experience in the field of vehicle communication/emergency equipment installation in Appendix 4 included in the Solicitation.  The offeror must also meet the following:  - One (1) of every three (3) installation technician/s available must have a minimum of one (1) year experience in the field of vehicle communication/emergency equipment installation.  - The installation technician/s assigned to work on RCMP vehicles must have knowledge of automotive electrical systems and knowledge of the basic structure/location of vehicle mechanical systems to ensure no systems are damaged or compromised during the installation of police equipment.			
3	The offeror must provide documentation indicating that they have ownership of or a lease agreement in place for the facility that meets the requirements of this Statement of Work.			
4	The offeror must produce documentation on its account in good standing with the applicable provincial or territorial Workers' Compensation Board.			
5	The offeror must produce documentation that their facility contains a monitored alarm system with video surveillance.			
6	The contractor must provide a copy of their insurance certificate to certify they currently hold the Insurance as described in Annex D.			





**APPENDIX “4”  
Employee Information Sheet**

NUM	Employee Name	Employment with Offeror as Installer (months/years)	Employment Other locations as Installer (months/years)	Related Training (Yes/No)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				



**ANNEX "C"  
BASIS OF PAYMENT**

**Annex "C" must be completed in its entirety or the offer will be considered non-responsive and will not be evaluated.**

- Prices are firm.
- Firm Prices are in Canadian Dollars.
- Prices do not include GST, however GST will be added as a separate item, if applicable, on any invoice issued as a result of a Contract.
- Offerors must fill in the prices for all the items listed below. Firm all-inclusive price per vehicle for all labour, materials, equipment, supervision, storage and jockey service necessary to perform "as and when requested" call-ups against standing offer as described in the attached Statement of Work - Annex A.
- Cells blacked out indicate that the requirement does not exist for that item.
- These numbers are estimated usage for cost evaluation purposes only and do not constitute a guarantee or commitment on behalf of Canada of the quantity or amount to be used under the Standing Offer.

<b>TABLE 1 - F Division : YEAR ONE (1) All Vehicle Fit-Up Types</b>	Estimated Vehicle Quantity: (a)	Price per Vehicle: (b)	Extended Price (a) x (b)
<b>A: INSTALLATION OF STANDARD EQUIPMENT</b>			
<b>Stream 1</b> - Type 1, <u>Option A</u> - (Full Installation) Basic Marked Police Vehicle – Sedan/SUV	1	\$	\$
<b>Stream 2</b> - Type 1, <u>Option B</u> (Pre-equipped Vehicle, National Fleet) Basic Marked Police Vehicle – Sedan/SUV/PPV Truck	100	\$	\$
<b>Stream 3</b> - Type 2: <u>Option B</u> - (Pre-equipped Vehicle, National Fleet) Patrol Police Vehicle with Light bar – Sedan/SUV/PPV Truck	1	\$	\$
<b>Stream 4</b> - Type 3: <u>Option A</u> - Slick/Clean Roof Sedan/SUV/ PPV Truck	1	\$	\$
<b>Stream 5</b> - Type 4: - Marked Truck	1	\$	\$
	<b><u>SUBTOTAL Table 1 A:</u></b>		\$
<b>B: REMOVAL OF STANDARD EQUIPMENT</b>			
<b>Stream 6</b> - Type 1: Basic Marked Police Vehicle Sedan/SUV	150	\$	\$
<b>Stream 7</b> - Type 3: Slick/Clean Roof with Lightbar Sedan/SUV/PPV Truck	20	\$	\$
<b>Stream 8</b> - Type 4: Marked Truck	80	\$	\$
<b>Stream 9</b> - Other Vehicle Type	20	\$	\$
	<b><u>SUBTOTAL Table 1 B:</u></b>		\$



**TABLE 4 (A) : EQUIPMENT INSTALLATION, RETRO-FITTING OR REPAIR**

<b>TABLE 4 (a) - F Division : YEAR ONE (1) EQUIPMENT INSTALLATION, RETRO-FITTING OR REPAIR</b>		(z1) Price per Vehicle: Additional Equipment Installation		(z2) Price per Vehicle: Equipment to be Retro- Fitted		(z3) Price per Vehicle: Equipment On-Vehicle Repair R&R		(z4) Price per Item: Equipment Off-Vehicle Refurbishing	
	Quantity (a)	Per vehicle (b)	Extended Price (a) x (b)	Per vehicle (b)	Extended Price (a) x (b)	Per vehicle (b)	Extended Price (a) x (b)	Per vehicle (b)	Extended Price (a) x (b)
<b>Additional Vehicle Jockey Service (Only available with below services)</b>	<b>10</b>	\$	\$	\$	\$	\$	\$		
Light bar assembly	10			\$	\$	\$	\$	\$	\$
Carbine rack	10	\$	\$	\$	\$	\$	\$	\$	\$
Console system	10			\$	\$	\$	\$	\$	\$
Headlight flasher assembly	10	\$	\$		\$	\$	\$		
LED Light head	10	\$	\$		\$	\$	\$		
Rear Traffic Advisor Unit only	10	\$	\$		\$	\$	\$		
Rear Traffic Advisor Unit Cable	10		\$	\$	\$	\$	\$		
Power Distribution Unit (PDU)	10		\$	\$	\$	\$	\$		
Police Radio transceiver	10	\$	\$	\$	\$		\$		
Police Radio system	10	\$	\$	\$	\$		\$		
Police Radio Repeater	10	\$	\$	\$	\$	\$	\$		
Roof mount antenna and Coaxial antenna	10	\$	\$	\$	\$	\$	\$		
Stick-on discreet antenna and Coaxial antenna	10	\$	\$	\$	\$	\$	\$		
In Car Digital Video System (ICDVS)	10	\$	\$	\$	\$	\$	\$		
ICDVS Main power harness	10	\$	\$	\$	\$	\$	\$		
ICDVS DVR Unit	10	\$	\$	\$	\$	\$	\$		
ICDVS display	10	\$	\$	\$	\$	\$	\$		
ICDVS display cable	10	\$	\$	\$	\$	\$	\$		
ICDVS rear camera	10	\$	\$	\$	\$	\$	\$		
ICDVS rear camera cable	10	\$	\$	\$	\$	\$	\$		
ICDVS front camera	10	\$	\$	\$	\$	\$	\$		
ICDVS front camera cable	10	\$	\$	\$	\$	\$	\$		
ICDVS rear microphone	10	\$	\$	\$	\$	\$	\$		
ICDVS Wireless microphone antenna	10	\$	\$	\$	\$	\$	\$		
ICDVS Wireless Upload Antenna	10	\$	\$	\$	\$	\$	\$		
ICDVS Wireless Upload Cables	10	\$	\$	\$	\$	\$	\$		
Radar system	10	\$	\$	\$	\$	\$	\$		
Radar antenna	10	\$	\$	\$	\$	\$	\$		
Radar rear antenna cable	10	\$	\$	\$	\$	\$	\$		
Automated license plate readers(ALPRs)	10	\$	\$	\$	\$				
Vehicle battery maintainer system	10	\$	\$	\$	\$	\$	\$		
Printer mount / printer connecting arm	10	\$	\$	\$	\$	\$	\$		
Cellular Phone Car Kit	10	\$	\$	\$	\$	\$	\$		
Siren/lighting controller unit	10	\$	\$	\$	\$	\$	\$		
Siren speaker	10	\$	\$			\$	\$		
MWS Dock	10	\$	\$						
		Sub:(z1)	\$	Sub:(z2)	\$	Sub:(z3)	\$	Sub:(z4)	\$
<b>SUBTOTAL TABLE 4 (A) : (Sub:z1) +(Sub:z2) + (Sub:z3) + (Sub:z4)</b>							<b>\$</b>		



<b>TABLE 2 - F Division : OPTION YEAR ONE (1) All Vehicle Fit-Up Types</b>		Estimated Vehicle Quantity: (a)	Price per Vehicle: (b)	Extended Price (a) x (b)					
<b>A: INSTALLATION OF STANDARD EQUIPMENT</b>									
<b>Stream 1</b> - Type 1, <u>Option A</u> - (Full Installation) Basic Marked Police Vehicle – Sedan/SUV		1	\$	\$					
<b>Stream 2</b> - Type 1, <u>Option B</u> (Pre-equipped Vehicle, National Fleet) Basic Marked Police Vehicle – Sedan/SUV/PPV Truck		100	\$	\$					
<b>Stream 3</b> - Type 2: <u>Option B</u> - (Pre-equipped Vehicle, National Fleet) Patrol Police Vehicle with Light bar – Sedan/SUV/PPV Truck		1	\$	\$					
<b>Stream 4</b> - Type 3: <u>Option A</u> - Slick/Clean Roof Sedan/SUV/ PPV Truck		1	\$	\$					
<b>Stream 5</b> - Type 4: - Marked Truck		1	\$	\$					
<b>SUBTOTAL Table 2 A:</b>				\$					
<b>B: REMOVAL OF STANDARD EQUIPMENT</b>									
<b>Stream 6</b> - Type 1: Basic Marked Police Vehicle Sedan/SUV		100	\$	\$					
<b>Stream 7</b> - Type 3: Slick/Clean Roof with Lightbar Sedan/SUV/PPV Truck		20	\$	\$					
<b>Stream 8</b> - Type 4: Marked Truck		80	\$	\$					
<b>Stream 9</b> - Other Vehicle Type		20	\$	\$					
<b>SUBTOTAL Table 2 B:</b>				\$					
<b>TABLE 4 (B): EQUIPMENT INSTALLATION, RETRO-FITTING OR REPAIR</b>									
<b>TABLE 4 (B) - F Division : OPTION YEAR ONE (1) EQUIPMENT INSTALLATION, RETRO-FITTING OR REPAIR</b>	Quantity (a)	(z1) Price per Vehicle: Additional Equipment Installation		(z2) Price per Vehicle: Equipment to be Retro-Fitted		(z3) Price per Vehicle: Equipment On-Vehicle Repair R&R		(z3) Price per Item: Equipment Off-Vehicle Refurbishing	
		Per vehicle (b)	Extended Price (a) x (b)	Per vehicle (b)	Extended Price (a) x (b)	Per vehicle (b)	Extended Price (a) x (b)	Per vehicle (b)	Extended Price (a) x (b)
<b>Additional Vehicle Jockey Service (Only available with below services)</b>	10	\$	\$	\$	\$	\$	\$		
Light bar assembly	10			\$	\$	\$	\$	\$	\$
Carbine rack	10	\$	\$	\$	\$	\$	\$	\$	\$
Console system	10			\$	\$	\$	\$	\$	\$
Headlight flasher assembly	10	\$	\$			\$	\$		
LED Light head	10	\$	\$			\$	\$		
Rear Traffic Advisor Unit only	10	\$	\$			\$	\$		
Rear Traffic Advisor Unit Cable	10			\$	\$	\$	\$		
Power Distribution Unit (PDU)	10			\$	\$	\$	\$		
Police Radio transceiver	10	\$	\$	\$	\$				
Police Radio system	10	\$	\$	\$	\$				
Police Radio Repeater	10	\$	\$	\$	\$	\$	\$		
Roof mount antenna and Coaxial antenna	10	\$	\$	\$	\$	\$	\$		
Stick-on discreet antenna and Coaxial antenna	10	\$	\$	\$	\$	\$	\$		
In Car Digital Video System (ICDVS)	50	\$	\$	\$	\$	\$	\$		
ICDVS Main power harness	10	\$	\$	\$	\$	\$	\$		
ICDVS DVR Unit	10	\$	\$	\$	\$	\$	\$		



ICDVS display	10	\$	\$	\$	\$	\$	\$		
ICDVS display cable	10	\$	\$	\$	\$	\$	\$		
ICDVS rear camera	10	\$	\$	\$	\$	\$	\$		
ICDVS rear camera cable	10	\$	\$	\$	\$	\$	\$		
ICDVS front camera	10	\$	\$	\$	\$	\$	\$		
ICDVS front camera cable	10	\$	\$	\$	\$	\$	\$		
ICDVS rear microphone	10	\$	\$	\$	\$	\$	\$		
ICDVS Wireless microphone antenna	10	\$	\$	\$	\$	\$	\$		
ICDVS Wireless Upload Antenna	10	\$	\$	\$	\$	\$	\$		
ICDVS Wireless Upload Cables	10	\$	\$	\$	\$	\$	\$		
Radar system	10	\$	\$	\$	\$	\$	\$		
Radar antenna	10	\$	\$	\$	\$	\$	\$		
Radar rear antenna cable	10	\$	\$	\$	\$	\$	\$		
Automated license plate readers(ALPRs)	10	\$	\$	\$	\$				
Vehicle battery maintainer system	10	\$	\$	\$	\$	\$	\$		
Printer mount / printer connecting arm	10	\$	\$	\$	\$	\$	\$		
Cellular Phone Car Kit	10	\$	\$	\$	\$	\$	\$		
Siren/lighting controller unit	10	\$	\$	\$	\$	\$	\$		
Siren speaker	10	\$	\$			\$	\$		
MWS Dock	10	\$	\$						
		Sub:(z1)	\$	Sub:(z2)	\$	Sub:(z3)	\$	Sub:(z4)	\$
<b>SUBTOTAL TABLE 4 (B) : (Sub:z1) +(Sub:z2) + (Sub:z3) + (Sub:z4)</b>							<b>\$</b>		

<b>TABLE 3 - F Division : OPTION YEAR TWO (2) All Vehicle Fit-Up Types</b>	Estimated Vehicle Quantity: (a)	Price per Vehicle: (b)	Extended Price (a) x (b)
<b>TABLE 3 (A): INSTALLATION OF STANDARD EQUIPMENT</b>			
<b>Stream 1</b> - Type 1, <u>Option A</u> - (Full Installation) Basic Marked Police Vehicle – Sedan/SUV	1	\$	\$
<b>Stream 2</b> - Type 1, <u>Option B</u> (Pre-equipped Vehicle, National Fleet) Basic Marked Police Vehicle – Sedan/SUV/PPV Truck	100	\$	\$
<b>Stream 3</b> -Type 2: <u>Option B</u> - (Pre-equipped Vehicle, National Fleet) Patrol Police Vehicle with Light bar – Sedan/SUV/PPV Truck	1	\$	\$
<b>Stream 4</b> Type 3: <u>Option A</u> - Slick/Clean Roof Sedan/SUV/ PPV Truck	1	\$	\$
<b>Stream 5</b> - Type 4: - Marked Truck	1	\$	\$
	<b>SUBTOTAL Table 3 A:</b>		\$
<b>B: REMOVAL OF STANDARD EQUIPMENT</b>			
<b>Stream 6</b> - Type 1: Basic Marked Police Vehicle Sedan/SUV	100	\$	\$
<b>Stream 7</b> - Type 3: Slick/Clean Roof with Lightbar Sedan/SUV/PPV Truck	20	\$	\$
<b>Stream 8</b> - Type 4: Marked Truck	80	\$	\$
<b>Stream 9</b> - Other Vehicle Type	20	\$	\$
	<b>SUBTOTAL Table 3 B:</b>		\$



**TABLE 4 (C): EQUIPMENT INSTALLATION, RETRO-FITTING OR REPAIR**

TABLE 4 (C) - F Division : OPTION YEAR TWO (2) EQUIPMENT INSTALLATION, RETRO-FITTING OR REPAIR	Quantity (a)	(z1) Price per Vehicle: Additional Equipment Installation		(z2) Price per Vehicle: Equipment to be Retro- Fitted		(z3) Price per Vehicle: Equipment On-Vehicle Repair R&R		(z3) Price per Item: Equipment Off-Vehicle Refurbishing	
		Per vehicle (b)	Extended Price (a) x (b)	Per vehicle (b)	Extended Price (a) x (b)	Per vehicle (b)	Extended Price (a) x (b)	Per vehicle (b)	Extended Price (a) x (b)
<b>Additional Vehicle Jockey Service (Only available with below services)</b>	<b>10</b>	\$	\$	\$	\$	\$	\$		
Light bar assembly	10			\$	\$	\$	\$	\$	\$
Carbine rack	10	\$	\$	\$	\$	\$	\$	\$	\$
Console system	10			\$	\$	\$	\$	\$	\$
Headlight flasher assembly	10	\$	\$			\$	\$		
LED Light head	10	\$	\$			\$	\$		
Rear Traffic Advisor Unit only	10	\$	\$			\$	\$		
Rear Traffic Advisor Unit Cable	10			\$	\$	\$	\$		
Power Distribution Unit (PDU)	10			\$	\$	\$	\$		
Police Radio transceiver	10	\$	\$	\$	\$				
Police Radio system	10	\$	\$	\$	\$				
Police Radio Repeater	10	\$	\$	\$	\$	\$	\$		
Roof mount antenna and Coaxial antenna	10	\$	\$	\$	\$	\$	\$		
Stick-on discreet antenna and Coaxial antenna	10	\$	\$	\$	\$	\$	\$		
In Car Digital Video System (ICDVS)	10	\$	\$	\$	\$	\$	\$		
ICDVS Main power harness	10	\$	\$	\$	\$	\$	\$		
ICDVS DVR Unit	10	\$	\$	\$	\$	\$	\$		
ICDVS display	10	\$	\$	\$	\$	\$	\$		
ICDVS display cable	10	\$	\$	\$	\$	\$	\$		
ICDVS rear camera	10	\$	\$	\$	\$	\$	\$		
ICDVS rear camera cable	10	\$	\$	\$	\$	\$	\$		
ICDVS front camera	10	\$	\$	\$	\$	\$	\$		
ICDVS front camera cable	10	\$	\$	\$	\$	\$	\$		
ICDVS rear microphone	10	\$	\$	\$	\$	\$	\$		
ICDVS Wireless microphone antenna	10	\$	\$	\$	\$	\$	\$		
ICDVS Wireless Upload Antenna	10	\$	\$	\$	\$	\$	\$		
ICDVS Wireless Upload Cables	10	\$	\$	\$	\$	\$	\$		
Radar system	10	\$	\$	\$	\$	\$	\$		
Radar antenna	10	\$	\$	\$	\$	\$	\$		
Radar rear antenna cable	10	\$	\$	\$	\$	\$	\$		
Automated license plate readers(ALPRs)	10	\$	\$	\$	\$				
Vehicle battery maintainer system	10	\$	\$	\$	\$	\$	\$		
Printer mount / printer connecting arm	10	\$	\$	\$	\$	\$	\$		



Cellular Phone Car Kit	10	\$	\$	\$	\$	\$	\$	
Siren/lighting controller unit	10	\$	\$	\$	\$	\$	\$	
Siren speaker	10	\$	\$			\$	\$	
MWS Dock	10	\$	\$					
		Sub: (z1)	\$	Sub:(z2)	\$	Sub:(z3)	\$	Sub: (z4) \$
<b>SUBTOTAL TABLE 4 (C) : (Sub:z1) +(Sub:z2) + (Sub:z3) + (Sub:z4)</b>							<b>\$</b>	

Item	Table	A	B	C	sum of A+B+C	%	Total Price	
1	1	\$	\$		\$	x .90 =	\$	
2	2	\$	\$		\$	x .90 =	\$	
3	3	\$	\$		\$	x .90 =	\$	
4	4	\$	\$	\$	\$	x .10 =	\$	
Total Evaluated Price (sum of Total Price - Items 1 to 4)								\$



## ANNEX "D" INSURANCE REQUIREMENTS

### A. Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
  - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
  - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
  - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
  - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
  - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
  - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
  - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program).
  - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
  - j. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
  - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
  - l. Owners' or Contractor's Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
  - m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
  - n. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.





- o. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

**For the province of Quebec, send to:**

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

**For other provinces and territories, send to:**

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

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

**B. Garage Automobile Liability Insurance**

1. The Contractor must obtain Garage Automobile Liability insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Garage Automobile Liability policy must include the following:
  - a) Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
  - b) Legal Liability for damage to a Customer's Automobile while in the care, custody or control of the Insured including Collision or Upset and Comprehensive Damage (including open lot theft).
  - c) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.
  - d) Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
  - e) Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.



**For the province of Quebec, send to:**

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

**For other provinces and territories, send to:**

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

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

**C. Automobile Liability Insurance**

1. The Contractor must obtain Automobile Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence.
2. The policy must include the following:
  - a. Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
  - b. Accident Benefits - all jurisdictional statutes
  - c. Uninsured Motorist Protection
  - d. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
  - e. OPCF/ SEF/ QEF #3 - Drive Government Automobiles Endorsement



**ANNEX "E"**  
**SECURITY REQUIREMENTS CHECK LIST**

SRCL# 2018-11119652 (K)



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

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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine	RCMP	
2. Branch or Directorate / Direction générale ou Direction	NWR Fleet Management	
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 <small>Fit-up and Tear-down of RCMP Vehicles and Transportation of vehicle to requested location. The request is to have 2 requirements for the Security requirement. The request is to have FA-02 on Contractor Facility Builds and Decommissioning. The vehicles will not have any "live" radios or videos systems. FA-03 for the mobile requirement employees who may have access to live vehicles. FA-03 Techs may be assigned to go to Detachments. See - provided Statement of Work.</small>		
5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c.) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c.)	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable / À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS 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





Government of Canada / Gouvernement du Canada

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

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

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  No  Yes  
 Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?  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?  No  Yes  
 Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?  Non  Oui

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

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

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

- |   |   |   |  |
|---|---|---|--|
| <input type="checkbox"/> RELIABILITY STATUS<br>COTE DE FIABILITE          | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> SECRET<br>SECRET           | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET - SIGINT<br>TRÈS SECRET - SIGINT      | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET<br>NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input checked="" type="checkbox"/> SITE ACCESS<br>ACCÈS AUX EMPLACEMENTS | <i>Escort not required DW</i>                                   |   |  |

Special comments: Commentaires spéciaux: FA-02 - For Contractor Facility work. FA-03 - For at Mobile requirement at Detachment.

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

**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?  No  Yes  
 Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?  Non  Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?  No  Yes  
 Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?  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?  No  Yes  
 Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?  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?  No  Yes  
 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?  Non  Oui

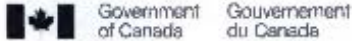
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  No  Yes  
 Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?  Non  Oui

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

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

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

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

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ		NATO				COMSEC				
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET / SECRET	RESTRICTED / RESTREINT	CONFIDENTIAL / CONFIDENTIEL	SECRET / SECRET	COMSEC TOP SECRET / COMSEC TRÈS SECRET	PROTECTED / PROTÉGÉ			TOP SECRET / TRÈS SECRET	
						NATO DIFFUSION RESTRICTED	NATO CONFIDENTIAL	A		B	C			
Information / Assets / Connaissances / Biens / Production														
IT Media / Support / TI / Média / Logiciel 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).



ANNEX "F" STANDING OFFER USAGE REPORT

Usage Report Schedule:

March 15
September 15

SUPPLIER: \_\_\_\_\_

STANDING OFFER NO: \_\_\_\_\_

DEPARTMENT OR AGENCY: Royal Canadian Mounted Police

REPORTING PERIOD: \_\_\_\_\_

Table with 3 columns: Item No., Call Up Description, Total value of each Call Up (GST not included). The table contains 10 empty rows for data entry.

NIL REPORT: We have not done any business with the RCMP for this period [ ]

PREPARED BY: \_\_\_\_\_

NAME: \_\_\_\_\_ TELEPHONE NO.: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



## Annex "G" CHECKLIST FOR BID SUBMISSION

**Offers must be submitted only to RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation and below:**

**Ensure that the Offeror's Individual or Company name, return address, *the bid solicitation number, and bid solicitation closing date and time* are clearly visible on all envelope(s), parcel(s), or page header(s), containing the offer documents.**

Procurement & Contracting Services  
c/o Commissionaires, F Division  
6101 Dewdney Ave  
Regina, SK S4P 3K7

**Ensure the following pages are completed in full and attached:**

- Front Page of Request for Standing Offer document – signed & dated
- Front Page of Amendment document(s) (if applicable) – signed & dated
- Annex "B": Mandatory Technical Criteria
- Appendix 4: Employee Information Sheet
- Annex "C": Basis of Payment

The following information can be submitted with the offer or submitted after upon request from the Contracting Authority:

- 5.1.3.1 Former Public Servant