



## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada

1713 Bedford Row

Halifax, N.S./Halifax, (N.É.)

Halifax

Nova Scotia

B3J 1T3

Bid Fax: (902) 496-5016

## REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

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

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

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

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

### Comments - Commentaires

### Vendor/Firm Name and Address

### Raison sociale et adresse du

### fournisseur/de l'entrepreneur

### Issuing Office - Bureau de distribution

Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions

1713 Bedford Row

Halifax, N.S./Halifax, (N.É.)

Halifax

Nova Scot

B3J 1T3

|   |   |
|---|---|
| <b>Title - Sujet</b><br>Shielded Room Enclosure   |   |
| <b>Solicitation No. - N° de l'invitation</b><br>W355B-208456/A  | <b>Date</b><br>2019-09-04   |
| <b>Client Reference No. - N° de référence du client</b><br>W355B-20-8456  |   |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-\$HAL-104-5931  |   |
| <b>File No. - N° de dossier</b><br>HAL-9-82038 (104)  | <b>CCC No./N° CCC - FMS No./N° VME</b>  |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b><br><b>on - le 2019-10-15</b>  | <b>Time Zone</b><br><b>Fuseau horaire</b><br>Atlantic Daylight Saving<br>Time ADT |
| <b>F.O.B. - F.A.B.</b><br><b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>   |   |
| <b>Address Enquiries to: - Adresser toutes questions à:</b><br>Nowakowski, Leanne   | <b>Buyer Id - Id de l'acheteur</b><br>hal104                                      |
| <b>Telephone No. - N° de téléphone</b><br>(902) 403-7112 ( )  | <b>FAX No. - N° de FAX</b><br>(902) 496-5016                                      |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b><br>DEPARTMENT OF NATIONAL DEFENCE<br>BLDG D200, FINANCE 3RD FLOOR<br>STN FORCES<br>HALIFAX<br>NOVA SCOTIA<br>B3K5X5<br>Canada |   |

Instructions: See Herein

Instructions: Voir aux présentes

|  |  |
|--|--|
| <b>Delivery Required - Livraison exigée</b><br>See Herein  | <b>Delivery Offered - Livraison proposée</b> |
| <b>Vendor/Firm Name and Address</b><br><b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>   |  |
| <b>Telephone No. - N° de téléphone</b><br><b>Facsimile No. - N° de télécopieur</b>   |  |
| <b>Name and title of person authorized to sign on behalf of Vendor/Firm</b><br><b>(type or print)</b><br><b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b><br><b>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 bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, Basis of Payment, Mandatory Evaluation Criteria and the Security Requirements Check List.

### **1.2 Summary**

The Department of National Defence has the requirement for the Design, Fabrication, Installation, and Certification of a 10' x 12' x 8' RF Shielded Enclosure in accordance with Annex A Statement of Work.

There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Bidders 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.

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

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information."

### **1.3 Debriefings**

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

## **PART 2 - BIDDER INSTRUCTIONS**

## 2.1 Standard Instructions, Clauses and Conditions

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

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

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

## 2.2 Submission of Bids

Bids must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date and time indicated on page 1 of the bid solicitation:

Bid Receiving Public Works and Government Services Canada/Réception des soumissions Travaux publics et Services gouvernementaux Canada

1713 Bedford Row  
Halifax, N.S. / Halifax, (N.É.)  
B3J 1T3

Bid Fax: (902) 496-5016

Bid Email: [TPSGC.RAReceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RAReceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca)  
Bids/Offers will be not be accepted if emailed directly to this email address. This email is to initiate an ePost Connect conversation, as detailed in the Standard Instructions.

## 2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

## 2.4 Applicable Laws

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

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

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

### **3.1 Bid Preparation Instructions**

If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. Bidders must provide their bid in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment.

The bid must be gathered per section and separated as follows:

Section I: Technical Bid  
Section II: Financial Bid  
Section III: Certifications

If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid (two (2) hard copies)  
Section II: Financial Bid (one (1) hard copy)  
Section III: Certifications (one (1) hard copy)

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

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

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

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

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

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

## **Section II: Financial Bid**

**3.1.1** Bidders must submit their financial bid in accordance with Annex B, Basis of Payment.

## **Section III: Certifications**

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

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

Mandatory technical evaluation criteria are included in Annex C, Mandatory Evaluation Criteria.

#### **4.1.2 Financial Evaluation**

##### **4.1.2.1 Mandatory Financial Criteria**

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

### **4.2 Basis of Selection**

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

## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

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

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

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

## 5.1 Certifications Required with the Bid

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

### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

## 5.2 Certifications Precedent to Contract Award and Additional Information

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

### 5.2.1 Integrity Provisions – Required Documentation

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

### 5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/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 a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid list at the time of contract award.

## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Facility Security Clearance (FSC) at the level of **SECRET** issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid personnel security screening at the level of **SECRET** granted or approved by CISD/PWGSC.

3. Subcontracts, which contain security requirements, are NOT to be awarded without the prior written permission of CISC/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
  - a) Security Requirements Check List and Security Guide (if applicable), attached at Annex D;
  - b) *Industrial Security Manual* (Latest Edition).

## **6.2 Statement of Work**

The Contractor must perform the Work in accordance with the Statement of Work at Annex A.

## **6.3 Standard Clauses and Conditions**

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

### **6.3.1 General Conditions**

[2030 \(2018-06-21\)](#), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

## **6.4 Term of Contract**

### **6.4.1 Delivery Date**

All the deliverables must be received on or before March 31, 2020.

## **6.5 Authorities**

### **6.5.1 Contracting Authority**

Name: Leanne Nowakowski  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch, Atlantic Region  
Address: 1713 Bedford Row  
Halifax, NS B3J 3C9  
  
Telephone: (902) 403-7112  
Facsimile: (902) 496-5016  
E-mail address: [Leanne.Nowakowski@pwgsc-tpsgc.gc.ca](mailto:Leanne.Nowakowski@pwgsc-tpsgc.gc.ca)

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



### 6.5.2 Project and Technical Authority

The Project Authority for the Contract is: **To be Announced.**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

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

The Technical Authority the Project Authority is: **To be Announced.**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

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

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

### 6.5.3 Contractor's Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

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

## 6.6 Payment

### 6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex B for a cost of \$ \_\_\_\_\_ (insert the amount at contract award). Customs duties are included and Applicable Taxes are extra.

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

#### **6.6.2 Single Payment**

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

#### **6.7 Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
2. Invoices must be distributed as follows:
    - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
    - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

#### **6.8 Certifications and Additional Information**

##### **6.8.1 Compliance**

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

#### **6.9 Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

#### **6.10 Priority of Documents**

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

- (a) the Articles of Agreement;
- (b) the general conditions 2030 (2018-06-21), Higher Complexity – Goods;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Security Requirements Check List ; and
- (f) the Contractor's bid dated \_\_\_\_\_.

#### **6.11 Insurance**

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

## **Annex A – Statement of Work**

**Purchase Description:** Design, Fabrication, Installation, and Certification of a 10' x 12' x 8' RF Shielded enclosure

### **Minimum Specifications:**

#### **1.0 Engineering and Design:**

- 1.1 Design must be completed using 3D drafting software.
- 1.2 Shop drawings must be submitted for approval prior to start of fabrication process.
- 1.3 Drawings must show floor plan, elevations and section details, locations of penetrations, as well as component details and cut sheets.
- 1.4 All drawings and component cut sheets must be approved by owner's representatives before fabrication is begun.
- 1.5 A quality Assurance plan must be submitted and must detail how schedule and performance requirements shall be achieved.
- 1.6 A test procedure document must be provided clearly defining how the supplier will complete the shielding effectiveness testing. The test procedure must be approved by the owner prior to any test work being completed on site.
- 1.7 All design and engineering must be completed under the direction of a certified professional engineer having at least 10 years of experience in the design and installation of RF Shielded Enclosures to Canadian Standards. Engineer must have proven experience in facility construction, HVAC, Electrical systems, and the enclosure / building interface.
- 1.8 Manufacturer must provide a minimum of three project examples of recent RF Shielded Room design and Installation (in Canada) within the last five years. These projects must have been successfully certified to the ITGS-02 Canada Standard (Criteria for the Design, Fabrication, Supply, Installation, and Acceptance Testing of Walk-In Radio Frequency Shielded Enclosures.)
- 1.9 The supplier must provide As-built drawings of the enclosure to the owner upon completion of the project in PDF format.

#### **2.0 Fabrication:**

- 2.1 The complete RF enclosure shielding system must be manufactured at the supplier's facility in modular form. These system items must include all panels, doors, vents, and bulkheads.
- 2.2 The enclosure must be packaged in accordance with applicable commercial standards to ensure safe arrival at destination. Each component must be inspected for damage before installation of the enclosure is started.

#### **3.0 General Installation:**

- 3.1 A project manager must be supplied by the manufacturer and be on site at all times during the installation and testing of the RF Shielded Room. This person must be the liaison with all owner representatives involved in the project.

- 3.2 The project manager must be responsible for all technical, contractual, and scheduling issues while on site.
- 3.3 All trade related work must be carried out by red seal certified trades people certified in their own trade.
- 3.4 The construction area must be left neat and clear of all debris and tools at the end of each day and prior to leaving the site.
- 3.5 The supplier will provide and install all floor, wall, and ceiling shielded panels and RF framing members including all necessary supports and fasteners.
- 3.6 The shielded enclosure system (when the ground lead is disconnected) must have a minimum resistance to ground of 100,000 ohms.
- 3.7 All filters must utilize a single point ground system.

#### **4.0 Testing and Certification:**

- 4.1 A certified test report must be supplied by the manufacturer for the RF Shielding.
- 4.2 A final inspection must be conducted with both owner and manufacturer representatives present. Any outstanding deficiencies must be rectified.
- 4.3 The RF Shielded Enclosure must conform to the following Codes and Standards:
  - 4.3.1 FCC Part 15, Sub-part B - USA Congressional Communications Act. Technical and administrative requirements for ensuring the electromagnetic compatibility of electrical and electronic apparatus with radio communication services.
  - 4.3.2 ASTM E-84-81A Test for Surface Burning Characteristics of Building Materials
  - 4.3.3 ASTM E413 Standard Classification for Determination of Sound Transmission Class.
  - 4.3.4 **ITSG-02 Criteria for the Design, Fabrication, Supply, Installation and Acceptance Testing of Walk-in, Radio-Frequency-Shielded Enclosures.**

**The shielded enclosure must meet or exceed the following shielding effectiveness levels as per ITSG-02**

| Frequency | Field Component | Minimum Attenuation |
|-----------|-----------------|---------------------|
| 10 kHz    | Magnetic        | 55 dB               |
| 200kHz    | Magnetic        | 95 dB               |
| 1 MHz     | Magnetic        | 100 dB              |
| 400MHz    | Plane-wave      | 100 dB              |
| 1 GHz     | Plane-wave      | 100 dB              |
| 10GHz     | Plane-wave      | 100 dB              |

- 4.3.5 MIL-F-15733 Filters, Radio Interference, General Specification for ANSI/UL-1283 Standard for Safety, Electromagnetic Interference Filters.
  - 4.3.6 MIL-STD-220A - Method of Insertion Loss Measurement for Radio Frequency filters.
  - 4.3.7 UL 1283 - Standard for Safety - Electromagnetic Interference Filters.
- 
- 4.4 The manufacturer's project manager must review daily site reports and inspect the site to ensure all workmanship is to the highest standard.
  - 4.5 The enclosure must be tested for isolation to ground throughout the installation process. Both the manufacturer's representative and the owner's representative must together connect an ohmmeter three times daily and record the value (in ohms) on the daily site report. If at any time the value falls below 100,000 ohms, or if there is significant change from the previous reading, the installation work must cease until the reason has been discovered and cleared.
  - 4.6 Upon completion the RF Shielded Enclosure must be tested in compliance with ITSG-02. Testing must be performed by a certified test technician and witnessed by the owner's representatives.
  - 4.7 In addition, one other ITSG-02 testing must be performed by a certified test technician and witnessed by the owner's representative at a future time within 1 year of completion of the shield. Contractor must allow for 3 days on site including all additional costs. (transportation, lodging, etc)

## **5.0 RF Shielded Room Panels and Framing**

- 5.1 Enclosure must be a modular arrangement of RF structural panels faced with galvanized sheet steel.
- 5.2 Sheet steel must be treated to resist corrosion within degrading electrical continuity and RF attenuation.
- 5.3 Framing members must provide clamping action of panel edges. Pressure must be consistent and uniform.
- 5.4 Maximum fastener spacing no greater than 4" O.C.
- 5.5 Fasteners must be heat treated with minimal tensile strength of 130,000 psi.
- 5.6 Marine-grade 4'x8' wood panel must be mounted outside of the enclosure for mechanical protection and to aid in preventing accidental damage to the outside of the enclosure. The panels must be mounted lengthwise from a height of 6" to 4'-6" on all sides of the shield.

## **6.0 RF Shielded Room Door**

- 6.1 Door must be factory assembled and consist of door leaf, door frame, threshold, hardware and electrical contact strips.
- 6.2 Door hardware must consist of two thrust and radial bearing hinges per door. Doors must be able to be positioned in frame with a tolerance of 0.005" in both vertical and horizontal positions.

- 6.3 Latching device must consist of cam actuated type latch operable from both inside and outside.
- 6.4 Permanently lubricated bearings must be used at all points of rotation.
- 6.5 One 3' wide x 7' high manual, reversible, RF shielded doors must be supplied with 3<sup>rd</sup> row finger stock.
- 6.6 Supply and install aluminum equipment ramps for use with door.
- 6.7 Location of door will be confirmed with owner's representative prior to fabrication of enclosure.

## **7.0 RF Shielded Room Penetrations and Services**

- 7.1 Waveguide type pipe penetrations must be provided for all materials / fluids which penetrate the RF Shielding. Waveguide piping should be available in a variety of common trade sizes and be capable of passing dielectric fluids / materials through the enclosure without compromising RF shield effectiveness.
- 7.2 Supplier must allow for four 1" waveguide pipe penetrations complete with dielectric union for use with fire suppression system.
- 7.3 Two 1 amp fire alarm filters must be provided for dry contact, non-addressable use.
- 7.4 Two ULC listed smoke detectors must be connected for use with pre-action sprinkler system.
- 7.5 Supplier must provide two honeycomb waveguide air vents. Vents must consist of welded brass frames surrounding steel honeycomb matrix. Installation must be by clamping action of the two brass frames to the shielded panel using torx type fasteners and no more than 4" intervals. Vents must be designed to accept incoming duct work where required.
- 7.6 Two cat.6 communications (1 voice, 1 data) cables.
- 7.7 One four (4) port fibre optic pass-thru

## **8.0 RF Shielded Room Power Line Filters**

- 8.1 The supplier must provide power line filters for the incoming single phase electrical service. (Electrical service will be 1ph, 240V, 60A)
- 8.2 Voltage drop must be a maximum of 2% at full rated load.
- 8.3 Insertion loss must be 100dB from 10 kHz to 10GHz.
- 8.4 Power line filters must be rated to UL 1283.
- 8.5 Filter must be rated at 140% maximum current for 15 minutes.

## **9.0 Warranty**

- 9.1 The enclosure must be warranted against defective materials, workmanship, and to retain the specified RF shielding characteristics for five years from the date of acceptance.
- 9.2 Supplier must provide a certificate of warranty stating serial number of enclosure and date that the enclosure has been accepted by the owner and that the warranty period has begun.

## **10.0 Operations and Maintenance manuals**

- 10.1 The supplier must provide 2 hard copies and 1 soft copy in PDF format of the operations and maintenance manual.
- 10.2 Instructions must include the complete procedures necessary to operate and maintain the shielded enclosure.



### **Annex B – Basis of Payment**

The Contractor will be paid a firm unit price in Canadian dollars, the Goods and Services Tax or Harmonized Sales Tax excluded.

| <b>Description:</b>   | <b>Price</b> |
|---|--------------|
| RF Shielded Enclosure as fully detailed in Annex A,<br>Statement of Work. | \$ _____     |

## Annex C – Mandatory Evaluation Criteria

**RFQ# W355B-208456**

### **THIS FORM MUST BE COMPLETED AND SUBMITTED WITH YOUR BID.**

**Instructions:** Bidders must indicate whether or not they comply with the Mandatory Technical Criteria. Bidders should include two (2) copies of descriptive literature; if available, for the item(s) offered in sufficient detail to clearly indicate compliance with each of the individual requirements from the Mandatory Technical Criteria detailed herein.

Bidders should comment /cross reference the page number and highlight the specification in your technical data sheets or brochure to demonstrate and support your compliance for each of the Mandatory Technical Criteria.

The Bidder must address each Mandatory Technical Criteria listed below and must indicate whether the product/service offered "Meets" or "Does Not Meet".

By submitting Annex "C" Mandatory Technical Criteria, the bidder certifies the product they are offering meets and will be built as per the Mandatory Technical Criteria.

It will be to your advantage to furnish as much detail as possible to support your comments and your claims of compliance for each specification.

**NOTE:** The Crown is under NO obligation to seek clarification of the bid(s) or the supporting technical documentation provided. Failure to meet any of the following will render your proposal non-compliant and will be given no further consideration.

| NO. | SPECIFICATIONS   | COMPLIANCE |                  | COMMENT(S)/CROSS<br>REFERENCE |
|-----|--|------------|------------------|-------------------------------|
|     |  | MEET       | DOES NOT<br>MEET |                               |
| 1   | 1.1 Design must be completed using 3D drafting software.   |            |                  |                               |
|     | 1.2 Shop drawings must be submitted for approval prior to start of fabrication process.  |            |                  |                               |
|     | 1.3 Drawings must show floor plan, elevations and section details, locations of penetrations, as well as component details and cut sheets. |            |                  |                               |
|     | 1.4 All drawings and component cut sheets must be approved by owner's representatives before fabrication is begun.                         |            |                  |                               |
|     | 1.5 A quality Assurance plan must be submitted and must detail how schedule and performance requirements shall be achieved.                |            |                  |                               |

| NO. | SPECIFICATIONS  | COMPLIANCE |               | COMMENT(S)/CROSS REFERENCE |
|-----|---|------------|---------------|----------------------------|
|     |   | MEET       | DOES NOT MEET |                            |
|     | 1.6 A test procedure document must be provided clearly defining how the supplier will complete the shielding effectiveness testing. The test procedure must be approved by the owner prior to any test work being completed on site.  |            |               |                            |
|     | 1.7 All design and engineering must be completed under the direction of a certified professional engineer having at least 10 years of experience in the design and installation of RF Shielded Enclosures to Canadian Standards. Engineer must have proven experience in facility construction, HVAC, Electrical systems, and the enclosure / building interface.                     |            |               |                            |
|     | 1.8 Manufacturer must provide a minimum of three project examples of recent RF Shielded Room design and Installation (in Canada) within the last five years. These projects must have been successfully certified to the ITGS-02 Canada Standard (Criteria for the Design, Fabrication, Supply, Installation, and Acceptance Testing of Walk-In Radio Frequency Shielded Enclosures.) |            |               |                            |
|     | 1.9 The supplier must provide As-built drawings of the enclosure to the owner upon completion of the project in PDF format.   |            |               |                            |
| 2   | 2.1 The complete RF enclosure shielding system must be manufactured at the supplier's facility in modular form. These system items must include all panels, doors, vents, and bulkheads.  |            |               |                            |
|     | 2.2 The enclosure must be packaged in accordance with applicable commercial standards to ensure safe arrival at destination. Each component must be inspected for damage before installation of the enclosure is started.   |            |               |                            |
| 3   | 3.1 A project manager must be supplied by the manufacturer and be on site at all times during the installation and testing of the RF Shielded Room. This person must be the liaison with all owner representatives involved in the project.   |            |               |                            |
|     | 3.2 The project manager must be responsible for all technical, contractual, and scheduling issues while on site.  |            |               |                            |
|     | 3.3 All trade related work must be carried out by red seal certified trades people certified in their own trade.  |            |               |                            |
|     | 3.4 The construction area must be left neat and clear of all debris and tools at the end of each day and prior to leaving the site.   |            |               |                            |
|     | 3.5 The supplier will provide and install all floor, wall, and ceiling shielded panels and RF framing members including all necessary supports and fasteners.   |            |               |                            |

| NO. | SPECIFICATIONS  | COMPLIANCE |               | COMMENT(S)/CROSS REFERENCE |
|-----|---|------------|---------------|----------------------------|
|     |   | MEET       | DOES NOT MEET |                            |
|     | 3.6 The shielded enclosure system (when the ground lead is disconnected) must have a minimum resistance to ground of 100,000 ohms.  |            |               |                            |
|     | 3.7 All filters must utilize a single point ground system.  |            |               |                            |
| 4   | 4.1 A certified test report must be supplied by the manufacturer for the RF Shielding.  |            |               |                            |
|     | 4.2 A final inspection must be conducted with both owner and manufacturer representatives present. Any outstanding deficiencies must be rectified.  |            |               |                            |
|     | 4.3 The RF Shielded Enclosure must conform to the following Codes and Standards:  |            |               |                            |
|     | 4.3.1 FCC Part 15, Sub-part B - USA Congressional Communications Act. Technical and administrative requirements for ensuring the electromagnetic compatibility of electrical and electronic apparatus with radio communication services.  |            |               |                            |
|     | 4.3.2 ASTM E-84-81A Test for Surface Burning Characteristics of Building Materials  |            |               |                            |
|     | 4.3.3 ASTM E413 Standard Classification for Determination of Sound Transmission Class.  |            |               |                            |
|     | <b>4.3.4 ITSG-02 Criteria for the Design, Fabrication, Supply, Installation and Acceptance Testing of Walk-in, Radio-Frequency-Shielded Enclosures. The shielded enclosure must meet or exceed the following shielding effectiveness levels as per ITSG-02</b>  |            |               |                            |
|     | 4.3.5 MIL-F-15733 Filters, Radio Interference, General Specification for ANSI/UL-1283 Standard for Safety, Electromagnetic Interference Filters.  |            |               |                            |
|     | 4.3.6 MIL-STD-220A - Method of Insertion Loss Measurement for Radio Frequency filters.  |            |               |                            |
|     | 4.3.7 UL 1283 - Standard for Safety - Electromagnetic Interference Filters.   |            |               |                            |
|     | 4.4 The manufacturer's project manager must review daily site reports and inspect the site to ensure all workmanship is to the highest standard.  |            |               |                            |
|     | 4.5 The enclosure must be tested for isolation to ground throughout the installation process. Both the manufactures representative and the owner's representative must together connect an ohmmeter three times daily and record the value (in ohms) on the daily site report. If at any time the value falls below 100,000 ohms, or if there is significant change from the previous reading, the installation work must cease until the reason has been discovered and cleared. |            |               |                            |

| NO. | SPECIFICATIONS  | COMPLIANCE |               | COMMENT(S)/CROSS REFERENCE |
|-----|---|------------|---------------|----------------------------|
|     |   | MEET       | DOES NOT MEET |                            |
|     | 4.6 Upon completion the RF Shielded Enclosure must be tested in compliance with ITSG-02. Testing must be performed by a certified test technician and witnessed by the owner's representatives.   |            |               |                            |
|     | 4.7 In addition, one other ITSG-02 testing must be performed by a certified test technician and witnessed by the owner's representative at a future time within 1 year of completion of the shield. Contractor must allow for 3 days on site including all additional costs. (transportation, lodging, etc) |            |               |                            |
| 5   | 5.1 Enclosure must be a modular arrangement of RF structural panels faced with galvanized sheet steel.  |            |               |                            |
|     | 5.2 Sheet steel must be treated to resist corrosion within degrading electrical continuity and RF attenuation.  |            |               |                            |
|     | 5.3 Framing members must provide clamping action of panel edges. Pressure must be consistent and uniform.   |            |               |                            |
|     | 5.4 Maximum fastener spacing no greater than 4" O.C.  |            |               |                            |
|     | 5.5 Fasteners must be heat treated with minimal tensile strength of 130,000 psi.  |            |               |                            |
|     | 5.6 Marine-grade 4'x8' wood panel must be mounted outside of the enclosure for mechanical protection and to aide in preventing accidental damage to the outside of the enclosure. The panels must be mounted lengthwise from a height of 6" to 4'-6" on all sides of the shield.                            |            |               |                            |
| 6   | 6.1 Door must be factory assembled and consist of door leaf, door frame, threshold, hardware and electrical contact strips.   |            |               |                            |
|     | 6.2 Door hardware must consist of two thrust and radial bearing hinges per door. Doors must be able to be positioned in frame with a tolerance of 0.005" in both vertical and horizontal positions.   |            |               |                            |
|     | 6.3 Latching device must consist of cam actuated type latch operable from both inside and outside.  |            |               |                            |
|     | 6.4 Permanently lubricated bearings must be used at all points of rotation.   |            |               |                            |
|     | 6.5 One 3' wide x 7' high manual, reversible, RF shielded doors must be supplied with 3 <sup>rd</sup> row finger stock.   |            |               |                            |
|     | 6.6 Supply and install aluminum equipment ramps for use with door.  |            |               |                            |
|     | 6.7 Location of door will be confirmed with owner's representative prior to fabrication of enclosure.   |            |               |                            |

| NO. | SPECIFICATIONS  | COMPLIANCE |               | COMMENT(S)/CROSS REFERENCE |
|-----|---|------------|---------------|----------------------------|
|     |   | MEET       | DOES NOT MEET |                            |
| 7   | 7.1 Waveguide type pipe penetrations must be provided for all materials / fluids which penetrate the RF Shielding. Waveguide piping should be available in a variety of common trade sizes and be capable of passing dielectric fluids / materials through the enclosure without compromising RF shield effectiveness.  |            |               |                            |
|     | 7.2 Supplier must allow for four 1" waveguide pipe penetrations complete with dielectric union for use with fire suppression system.  |            |               |                            |
|     | 7.3 Two 1 amp fire alarm filters must be provided for dry contact, non-addressable use.   |            |               |                            |
|     | 7.4 Two ULC listed smoke detectors must be connected for use with pre-action sprinkler system.  |            |               |                            |
|     | 7.5 Supplier must provide two honeycomb waveguide air vents. Vents must consist of welded brass frames surrounding steel honeycomb matrix. Installation must be by clamping action of the two brass frames to the shielded panel using torx type fasteners and no more than 4" intervals. Vents must be designed to accept incoming duct work where required. |            |               |                            |
|     | 7.6 Two cat.6 communications (1 voice, 1 data) cables.  |            |               |                            |
|     | 7.7 One four (4) port fibre optic pass-thru   |            |               |                            |
| 8   | 8.1 The supplier must provide power line filters for the incoming single phase electrical service. (Electrical service will be 1ph, 240V, 60A)  |            |               |                            |
|     | 8.2 Voltage drop must be a maximum of 2% at full rated load.  |            |               |                            |
|     | 8.3 Insertion loss must be 100dB from 10 kHz to 10GHz.  |            |               |                            |
|     | 8.4 Power line filters must be rated to UL 1283.  |            |               |                            |
|     | 8.5 Filter must be rated at 140% maximum current for 15 minutes.  |            |               |                            |
| 9   | 9.1 The enclosure must be warranted against defective materials, workmanship, and to retain the specified RF shielding characteristics for five years from the date of acceptance.  |            |               |                            |
|     | 9.2 Supplier must provide a certificate of warranty stating serial number of enclosure and date that the enclosure has been accepted by the owner and that the warranty period has begun.   |            |               |                            |
| 10  | 10.1 The supplier must provide 2 hard copies and 1 soft copy in PDF format of the operations and maintenance manual.  |            |               |                            |

| NO. | SPECIFICATIONS   | COMPLIANCE |                  | COMMENT(S)/CROSS<br>REFERENCE |
|-----|--|------------|------------------|-------------------------------|
|     |  | MEET       | DOES NOT<br>MEET |                               |
|     | 10.2 Instructions must include the complete procedures necessary to operate and maintain the shielded enclosure. |            |                  |                               |

## **Annex D – Security Requirements Check List**

Attached.





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 /<br>Ministère ou organisme gouvernemental d'origine <b>DND</b>  |  | 2. Branch or Directorate / Direction générale ou Direction<br><b>Fleet Maintenance Facility Cape Scott</b> |  |
| 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<br><b>The Department of Defence (DND), Fleet Maintenance Facility Cape Scott (FMF CS) has a requirement for the Design, Fabrication, Installation, and Certification of a 10' x 12' x 8' RF Shielded enclosure.</b>   |  |  |  |
| 5. a) Will the supplier require access to Controlled Goods?<br>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?<br>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?<br>Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS?<br>(Specify the level of access using the chart in Question 7. c)<br>(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 (a.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted.<br>Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. |  | <input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui                            |  |
| 6. c) Is this a commercial courier or delivery requirement with no overnight storage?<br>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<br>Aucune restriction relative à la diffusion <input type="checkbox"/>  |  | All NATO countries<br>Tous les pays de l'OTAN <input type="checkbox"/>                                     |  |
| Not releasable<br>À ne pas diffuser <input type="checkbox"/>  |  | No release restrictions<br>Aucune restriction relative à la diffusion <input type="checkbox"/>             |  |
| Restricted to: / Limité à :<br>Specify country(ies): / Préciser le(s) pays : <input type="checkbox"/>   |  | Restricted to: / Limité à :<br>Specify country(ies): / Préciser le(s) pays : <input type="checkbox"/>      |  |
| 7. c) Level of information / Niveau d'information   |  |  |  |
| PROTECTED A<br>PROTÉGÉ A <input type="checkbox"/>   |  | NATO UNCLASSIFIED<br>NATO NON CLASSIFIÉ <input type="checkbox"/>   |  |
| PROTECTED B<br>PROTÉGÉ B <input type="checkbox"/>   |  | NATO RESTRICTED<br>NATO DIFFUSION RESTREINTE <input type="checkbox"/>                                      |  |
| PROTECTED C<br>PROTÉGÉ C <input type="checkbox"/>   |  | NATO CONFIDENTIAL<br>NATO CONFIDENTIEL <input type="checkbox"/>  |  |
| CONFIDENTIAL<br>CONFIDENTIEL <input type="checkbox"/>   |  | NATO SECRET<br>NATO SECRET <input type="checkbox"/>  |  |
| SECRET<br>SECRET <input type="checkbox"/>   |  | COSMIC TOP SECRET<br>COSMIC TRÈS SECRET <input type="checkbox"/>   |  |
| TOP SECRET<br>TRÈS SECRET <input type="checkbox"/>  |  |  |  |
| TOP SECRET (SIGINT)<br>TRÈS SECRET (SIGINT) <input type="checkbox"/>  |  |  |  |
|   |  | PROTECTED A<br>PROTÉGÉ A <input type="checkbox"/>  |  |
|   |  | PROTECTED B<br>PROTÉGÉ B <input type="checkbox"/>  |  |
|   |  | PROTECTED C<br>PROTÉGÉ C <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"/>                                       |  |



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

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes  
Non Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?

☒ No ☐ Yes  
Non Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

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

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

☐ RELIABILITY STATUS  
COTE DE FIABILITÉ

☐ CONFIDENTIAL  
CONFIDENTIEL

☒ SECRET  
SECRET

☐ TOP SECRET  
TRÈS SECRET

☐ TOP SECRET - SIGINT  
TRÈS SECRET - SIGINT

☐ NATO CONFIDENTIAL  
NATO CONFIDENTIEL

☐ NATO SECRET  
NATO SECRET

☐ COSMIC TOP SECRET  
COSMIC TRÈS SECRET

☐ SITE ACCESS  
ACCÈS AUX EMPLACEMENTS

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?

Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté?

☒ No ☐ Yes  
Non Oui

☐ No ☐ Yes  
Non Oui

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?

Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes  
Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?

Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?

☒ No ☐ Yes  
Non Oui

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?

Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?

☒ No ☐ Yes  
Non Oui

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?

Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes  
Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?

Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?

☒ No ☐ Yes  
Non Oui



Government  
of Canada

Gouvernement  
du Canada

Contract Number / Numéro du contrat  
W355B-208456

Security Classification / Classification de sécurité  
UNCLASSIFIED

**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<br>Catégorie  | PROTECTED<br>PROTÉGÉ     |                          |                          | CLASSIFIED<br>CLASSIFIÉ  |                          |                          | NATO                            |                          |                          |                                    | COMSEC                   |                          |                          |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|---------------------------------|--------------------------|--------------------------|------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|  | A                        | B                        | C                        | CONFIDENTIAL             | SECRET                   | TOP<br>SECRET            | NATO<br>RESTRICTED              | NATO<br>CONFIDENTIAL     | NATO<br>SECRET           | COSMIC<br>TOP<br>SECRET            | PROTECTED<br>PRDTEGÉ     |                          |                          | CONFIDENTIAL             | SECRET                   | TOP<br>SECRET            |
|  |                          |                          |                          | CONFIDENTIEL             |                          | TRÈS<br>SECRET           | NATO<br>OIFFUSION<br>RESTREINTE | NATO<br>CONFIDENTIEL     |                          | COSMIC<br>COSMIC<br>TRÈS<br>SECRET | A                        | B                        | C                        | CONFIDENTIEL             |                          | TRÈS<br>SECRET           |
| Information / Assets<br>Renseignements / Biens<br>Production | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| IT Media /<br>Support TI                                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| IT Link /<br>Lien électronique                               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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 indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat  
W355B-208456

Security Classification / Classification de sécurité  
UNCLASSIFIED

**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

**13. Organization Project Authority / Chargé de projet de l'organisme**

Name (print) - Nom (en lettres moulées)  
Paul MacLeod

Title - Titre  
Project Manager - Industrial  
Engineering Division (IED)

Signature

Telephone No. - N° de téléphone  
902-427-2301

Facsimile No. - N° de télécopieur  
902-427-0237

E-mail address - Adresse courriel  
paul.macleod@forces.gc.ca

Date  
11-07-2019

**14. Organization Security Authority / Responsable de la sécurité de l'organisme**

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐

No  
Non

☐

Yes  
Oui

**16. Procurement Officer / Agent d'approvisionnement**

Name (print) - Nom (en lettres moulées)  
Lee Anne Forward

Title - Titre  
PWGSC

Signature

Telephone No. - N° de téléphone  
(902-496-5170

Facsimile No. - N° de télécopieur  
902-496-5016

E-mail address - Adresse courriel  
leeanne.forward@pwgsc-  
tpsgc.gc.ca

Date

**17. Contracting Security Authority / Autorité contractante en matière de sécurité**

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date