



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

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

**REQUEST FOR  
PROPOSAL**

**DEMANDE DE  
PROPOSITION**

Proposal to: Royal Canadian Mounted Police

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

Proposition aux : Gendarmerie royale du Canada

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

Comments: - Commentaries :

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT COMPORTE UNE EXIGENCE EN MATIÈRE DE SÉCURITÉ

<b>Title – Sujet:</b> Refuse and Recycling Services, Regina SK		<b>Date</b> September 25, 2019
<b>Solicitation No. – N° de l'invitation</b> M5000-19-3525/A- PW-19-00890483		
<b>Client Reference No. - No. De Référence du Client</b> 201903525		
<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>	November 5, 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> Tania Sentes, Senior Procurement Officer		
<b>Telephone No. – No. de téléphone</b> 639-625-3463		<b>Facsimile No. – No. de télécopieur</b>

<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 Security Requirements**

1. Before award of a contract, the following conditions must be met:
  - (a) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
  - (b) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, bidders should refer to the [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.

### **1.2 Statement of Work**

The Work to be performed is detailed under Article 6.2 of the resulting contract clauses.

### **1.3. Debriefings**

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

### **1.4. Recourse Mechanisms**

If you have any concerns relating to the procurement process, please refer to the [Recourse Mechanisms](#) page on the [Buyandsell.gc.ca](http://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>

### **1.5. Trade Agreements**

"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)."



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## **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.

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

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

The 2003 (2019-03-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days  
Insert: 180 days

### **2.2 Submission of Bids**

Bids must be submitted only to RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

NOTE: The RCMP has not been approved for bid submission by epost Connect service.

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

### **2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than 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.



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## 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 Saskatchewan.

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

## 2.5 Optional Site Visit

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held on **October 17<sup>th</sup> a 10:00 am**, meeting at the Fort Dufferin Building, accessible through the Bonner Drive Gate.

Security identification tags are to be picked up from the Guard Room/ Reception Centre at Fort Dufferin. Government issued photo identification must be provided when picking up security identification tags.

Bidders are requested to communicate with the Contracting Authority no later than October 11<sup>th</sup>, at 16:00 hrs to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders may be requested to sign an attendance sheet. Bidders who do not attend or do not send a representative will not be given an alternative appointment but they will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

Photos may not be taken during the site visit.

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

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



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

### **3.1 Bid Preparation Instructions**

Canada requests that the Bidder submits its bid in separately bound sections as follows:

**Section I:** Financial Bid (one hard copy)

**Section II:** Certifications (one hard copy)

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

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

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

#### **3.1.1 Exchange Rate Fluctuation**

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

#### **Section II: 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 financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### **4.1.1 Financial Evaluation**

*SACC Manual* Clause A0220T (2014-06-26), Evaluation of Price

### **4.2 Basis of Selection**

A bid must comply with the requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.



## PART 5 - CERTIFICATIONS

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 may render the bid non-responsive or constitute a default under the Contract.

### 5.1 Certifications Precedent to Contract Award and Additional Information

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

#### 5.1.1 Integrity Provisions

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

- Declaration of Convicted Offences - Integrity Declaration Form (as applicable)
- Required Documentation (List of names for integrity verification form)

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 - 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.





### 5.1.3 Additional Certifications Precedent to Contract Award

#### 5.1.3.1 Independent Bid Determination

The attached Certificate of Independent Bid Determination (attached Annex "D") has been developed by the federal Competition Bureau for use by the Contacting Authority when calling for bids, tenders or quotations. The intention of this documentation is to deter bid-rigging by requiring bidders to disclose, to the Contracting Authority, all material facts about any communications and arrangements which the bidder has entered into with competitors regarding the call for tenders.

#### 5.1.3.2 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 FPSs, 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 FPSs 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.



## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

**6.1.1** The following security requirements (Security Requirement Checklist (SRCL) at Annex C and related clauses deleted) apply and form part of the Contract.

The Contractor MUST:

- a) ensure that all persons working on site hold a valid **Facility Access with Escort** security clearance issued by RCMP Departmental Security Section.
- b) ensure security identification tags are picked up each morning and dropped off each night at the Commissionaires security office, located at the Fort Dufferin Building, accessible through the Bonner Drive Gate. Government issued photo identification must be provided when picking up security identification tags.
- c) The contractor SHALL NOT remove or make copies of any DESIGNATED or CLASSIFIED information or assets from the identified work site(s).

### 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.

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

#### 6.3.1 General Conditions

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

### 6.4 Term of Contract

#### 6.4.1 Period of the Contract

The period of the Contract is from January 1, 2020 to March 31, 2022 inclusive.



**6.4.2 Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least thirty (30) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

**6.4.3 Delivery Points**

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

**6.5 Authorities**

**6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Tania Sentes, Senior Contracting Officer  
Royal Canadian Mounted Police  
5600-11th Ave,  
Regina, SK S4P 3J7

Telephone: 639-625-3463  
Facsimile: 306-780-5232  
E-mail: [rania.sentes@rcmp-grc.gc.ca](mailto:rania.sentes@rcmp-grc.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 Authority**

The Project Authority for the Contract is: (to be completed at contract award)

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 (to be completed at contract award)**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

### **6.6 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.

### **6.7 Payment**

#### **6.7.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price, as specified in Annex "B" Basis of Payment 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.

#### **6.7.2 Monthly Payment**

*SACC Manual* clause H1008C (2008-05-12) Monthly Payment

#### **6.7.3 SACC Manual Clauses**

A9117C (2007-11-30) T1204-Direct Request by Customer Department



## 6.8 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
  - (a) The original must be forwarded to the attention of the Project Authority at the address below for certification and payment:

RCMP Depot Division  
Attn: Works  
PO Box 6500, 5600 – 11<sup>th</sup> Ave  
Regina, SK S4P 2K7

- (b) The costs must be broken down between locations, as follows:

Invoices must show a breakdown of service provided including building name, building number, container size, rental charge, number of pickups and pick up cost.

## 6.9 Certifications and Additional Information

### 6.9.1 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.

## 6.10 Applicable Laws

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

## 6.11 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 2010C (2018-06-21), General Conditions – Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Security Requirements Check List;
- (f) the Contractor's bid dated \_\_\_\_\_



## **6.12. Procurement Ombudsman**

### **6.12.1 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).

### **6.12.2 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).

## **6.13 Insurance**

*SACC Manual* clause G1005C (2016-01-28) Insurance – No Specific Requirement

## **6.14 SACC Manual Clauses**

A9019C (2011-05-16) Hazardous Waste Disposal  
A9068C (2010-01-11) Government Site Regulations

## **6.15 Environmental Considerations**

Where applicable, suppliers are encouraged to:

- Deliverables:
  - Provide and transmit draft reports, final reports and bids in electronic format. Should printed material be required, the use of double sided printing in black and white format is required unless otherwise specified by the Project Authority.
  - When printed material is requested, the minimum recycled content of 30% is required and/or certified as originating from a sustainably managed forest.
  - Recycle unneeded printed documents (in accordance with Security Requirements).



- Travel Requirements/Meetings:
  - Conducting meetings via telephone, teleconference, and/or video conferencing in order to minimize travel requirements is preferred;
  - Contractors are encouraged to access the PWGSC Accommodation directory, which includes Eco-Rated properties. When searching for accommodation, contractors can go to that link and search for properties with Environmental Ratings, identified by Green Keys or Green Leafs that will honour the pricing for contractors.
  - Contractors are encouraged to use of public/green transit where feasible.
  
- Shipping Requirements:
  - Where applicable, suppliers are encouraged to:
    - Minimize packaging
    - Include recycled content in packaging;
    - Re-use packaging;
    - Include a provision for a take-back program for packaging;
    - Reduce/eliminate toxics in packaging.





## ANNEX "A"

### STATEMENT OF WORK

The Contractor must provide for the rental of various containers and service for pickup and disposal of refuse and recyclable materials on a regular schedule and as and when requested for the Royal Canadian Mounted Police Academy-Depot Division, F Division Headquarters Building, Support Services Building and Air Services Building located in Regina, Saskatchewan, in accordance with the requirements, specifications, terms and conditions detailed herein.

1. The Contractor must comply with all applicable bylaws, rules, regulations and codes of Local, Provincial, Federal Authorities and dispose of refuse and recyclable materials in an environmental-friendly manner.
2. The Contractor is responsible for cleaning up any spillage during loading or in transit.
3. The Contractor must assume responsibility for any damage to RCMP property caused by their employees.
4. Cleaning and deodorizing of contractor's containers must be included at no charge.
5. Any changes to sizes or numbers of containers will be requested by the Project Authority.
6. Additional pickups, as and when requested, will be requested by the Project Authority.
7. In the event of contaminated recycle containers, the container will be delivered and disposed as general waste.

#### Destination of services:

Royal Canadian Mounted Police, Depot Division  
5600-11<sup>th</sup> Ave  
Regina, SK

F Division Headquarters Building  
6101 Dewdney Ave  
Regina, SK

Support Services Building  
6103 Dewdney Ave  
Regina, SK

Air Services Building  
5005 Tiger Moth Lane  
Regina, SK



## ANNEX B

### BASIS OF PAYMENT

- Prices are firm.
- Firm Prices are to be 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.
- Fuel and/ or Environmental Charges are extra and will be added as a separate item on any invoice issued as a result of a Contract.
- Rates to include, but not limited to, labour, equipment, transportation, supervision, disposal fees, permits and travel time.
- **Annex B** must be completed in it's entirety. Bidders are required to insert "\$0.00" for any item for which it does not intend to charge or for items that are already included in other prices set out in the tables. If the Bidder leaves any price blank, Canada will treat the price as "\$0.00" for evaluation purposes and may request that the Bidder confirm that the price is, in fact, \$0.00. No Bidder will be permitted to add or change a price as part of this confirmation. Any Bidder who does not confirm that the price for a blank item is \$0.00 will be declared non-responsive.

\* 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 Contract.

**Initial Contract Period: January 1, 2020 to December 31, 2020**

**Table A: Container Type**

Item	Container Type	Unit Price Per Month (a)	Quantity * (b)	Number of Months (c)	Amount (a x b) x (c)
1.	4 Front Load (FL) Container	\$	12	12	\$
2.	6 FL Container	\$	6	12	\$
3.	4 Front Load Recycling (FR) Container	\$	16	12	\$
4.	6 FR Container	\$	3	12	\$
5.	20 Yard (YD) Container	\$	1	12	\$
6.	30 YD Container	\$	5	12	\$
7.	40 YD Container	\$	1	12	\$
8.	3 FL Compactor Container	\$	1	12	\$
EXTENDED PRICE SUB-TOTAL Table A:					\$ _____(1)



**Table B: Firm, all-inclusive pick up and disposal rate for waste containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	46	\$
2.	6 FL Container	\$	60	\$
3.	4 FR Container	\$	56	\$
4.	6 FR Container	\$	20	\$
5.	20 YD Container	\$	2	\$
6.	30 YD Container	\$	2	\$
7.	40 YD Container	\$	2	\$
8.	3 FL Compactor Container	\$	2	\$
EXTENDED PRICE SUB-TOTAL Table B				\$ _____ (2)

**Table C: Firm, all-inclusive pick up and disposal rate for cardboard containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	3	\$
2.	6 FL Container	\$	3	\$
3.	4 FR Container	\$	3	\$
4.	6 FR Container	\$	3	\$
5.	20 YD Container	\$	3	\$
6.	30 YD Container	\$	3	\$
7.	40 YD Container	\$	3	\$
EXTENDED PRICE SUB-TOTAL Table C				\$ _____ (3)

**Table D: Firm, all-inclusive pick up and disposal rate for recyclable Plastics containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	12	\$
2.	6 FL Container	\$	6	\$
3.	4 FR Container	\$	16	\$
4.	6 FR Container	\$	3	\$
5.	20 YD Container	\$	1	\$
6.	30 YD Container	\$	5	\$
7.	40 YD Container	\$	1	\$
EXTENDED PRICE SUB-TOTAL Table D				\$ _____ (4)

**Table E: Delivery Charge for Containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	Roll Off Containers	\$	3	\$
2.	Front Load Containers	\$	3	\$
EXTENDED PRICE SUB-TOTAL Table E				\$ _____ (5)



January 1, 2021 to March 31, 2022

**Table F: Container Type**

Item	Container Type	Unit Price Per Month (a)	Quantity * (b)	Number of Months (c)	Amount (a x b) x (c)
1.	4 FL Container	\$	12	15	\$
2.	6 FL Container	\$	6	15	\$
3.	4 FR Container	\$	16	15	\$
4.	6 FR Container	\$	3	15	\$
5.	20 YD Container	\$	1	15	\$
6.	30 YD Container	\$	5	15	\$
7.	40 YD Container	\$	1	15	\$
8.	3 FL Compactor Container	\$	1	15	\$
EXTENDED PRICE SUB-TOTAL Table F:					\$ _____(6)

**Table G: Firm, all-inclusive pick up and disposal rate for waste containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	46	\$
2.	6 FL Container	\$	60	\$
3.	4 FR Container	\$	56	\$
4.	6 FR Container	\$	20	\$
5.	20 YD Container	\$	2	\$
6.	30 YD Container	\$	2	\$
7.	40 YD Container	\$	2	\$
8.	3 FL Compactor Container	\$	2	\$
EXTENDED PRICE SUB-TOTAL Table G				\$ _____(7)

**Table H: Firm, all-inclusive pick up and disposal rate for cardboard containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	3	\$
2.	6 FL Container	\$	3	\$
3.	4 FR Container	\$	3	\$
4.	6 FR Container	\$	3	\$
5.	20 YD Container	\$	3	\$
6.	30 YD Container	\$	3	\$
7.	40 YD Container	\$	3	\$
EXTENDED PRICE SUB-TOTAL Table H				\$ _____(8)



**Table I: Firm, all-inclusive pick up and disposal rate for recyclable Plastics containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	12	\$
2.	6 FL Container	\$	6	\$
3.	4 FR Container	\$	16	\$
4.	6 FR Container	\$	3	\$
5.	20 YD Container	\$	1	\$
6.	30 YD Container	\$	5	\$
7.	40 YD Container	\$	1	\$
EXTENDED PRICE SUB-TOTAL Table I				\$ _____ (9)

**Table J: Delivery Charge for Containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	Roll Off Containers	\$	3	\$
2.	Front Load Containers	\$	3	\$
EXTENDED PRICE SUB-TOTAL Table J				\$ _____ (10)

**Table K:**

Pricing Schedule 1: Initial Contract Period	Total Price
<b>TOTAL PRICE</b> Table A to J = (1) + (2) + (3) + (4) + (5) + (6) + (7)+ (8) + (9) + (10):	\$ _____

**First – One Year Option Period**

**Table L: Container Type**

Item	Container Type	Unit Price Per Month (a)	Quantity * (b)	Number of Months (c)	Amount (a x b) x (c)
1.	4 FL Container	\$	12	12	\$
2.	6 FL Container	\$	6	12	\$
3.	4 FR Container	\$	16	12	\$
4.	6 FR Container	\$	3	12	\$
5.	20 YD Container	\$	1	12	\$
6.	30 YD Container	\$	5	12	\$
7.	40 YD Container	\$	1	12	\$
8.	3 FL Compactor Container	\$	1	12	\$
EXTENDED PRICE SUB-TOTAL Table L:					\$ _____ (11)



**Table M: Firm, all-inclusive pick up and disposal rate for waste containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	46	\$
2.	6 FL Container	\$	60	\$
3.	4 FR Container	\$	56	\$
4.	6 FR Container	\$	20	\$
5.	20 YD Container	\$	2	\$
6.	30 YD Container	\$	2	\$
7.	40 YD Container	\$	2	\$
8.	3 FL Compactor Container	\$	2	\$
EXTENDED PRICE SUB-TOTAL Table M				\$ _____(12)

**Table N: Firm, all-inclusive pick up and disposal rate for cardboard containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	3	\$
2.	6 FL Container	\$	3	\$
3.	4 FR Container	\$	3	\$
4.	6 FR Container	\$	3	\$
5.	20 YD Container	\$	3	\$
6.	30 YD Container	\$	3	\$
7.	40 YD Container	\$	3	\$
EXTENDED PRICE SUB-TOTAL Table N				\$ _____(13)

**Table O: Firm, all-inclusive pick up and disposal rate for recyclable Plastics containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	12	\$
2.	6 FL Container	\$	6	\$
3.	4 FR Container	\$	16	\$
4.	6 FR Container	\$	3	\$
5.	20 YD Container	\$	1	\$
6.	30 YD Container	\$	5	\$
7.	40 YD Container	\$	1	\$
EXTENDED PRICE SUB-TOTAL Table O				\$ _____(14)



**Table P: Delivery Charge for Containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	Roll Off Containers	\$	3	\$
2.	Front Load Containers	\$	3	\$
EXTENDED PRICE SUB-TOTAL Table P				\$ _____(15)

**Second – One Year Option Period**

**Table Q: Container Type**

Item	Container Type	Unit Price Per Month (a)	Quantity * (b)	Number of Months (c)	Amount (a x b) x (c)
1.	4 FL Container	\$	12	12	\$
2.	6 FL Container	\$	6	12	\$
3.	4 FR Container	\$	16	12	\$
4.	6 FR Container	\$	3	12	\$
5.	20 YD Container	\$	1	12	\$
6.	30 YD Container	\$	5	12	\$
7.	40 YD Container	\$	1	12	\$
8.	3 FL Compactor Container	\$	1	12	\$
EXTENDED PRICE SUB-TOTAL Table Q:					\$ _____(16)

**Table R: Firm, all-inclusive pick up and disposal rate for waste containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	46	\$
2.	6 FL Container	\$	60	\$
3.	4 FR Container	\$	56	\$
4.	6 FR Container	\$	20	\$
5.	20 YD Container	\$	2	\$
6.	30 YD Container	\$	2	\$
7.	40 YD Container	\$	2	\$
8.	3 FL Compactor Container	\$	2	\$
EXTENDED PRICE SUB-TOTAL Table R				\$ _____(17)



**Table S: Firm, all-inclusive pick up and disposal rate for cardboard containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	3	\$
2.	6 FL Container	\$	3	\$
3.	4 FR Container	\$	3	\$
4.	6 FR Container	\$	3	\$
5.	20 YD Container	\$	3	\$
6.	30 YD Container	\$	3	\$
7.	40 YD Container	\$	3	\$
EXTENDED PRICE SUB-TOTAL Table S				\$ _____(18)

**Table T: Firm, all-inclusive pick up and disposal rate for recyclable Plastics containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	4 FL Container	\$	12	\$
2.	6 FL Container	\$	6	\$
3.	4 FR Container	\$	16	\$
4.	6 FR Container	\$	3	\$
5.	20 YD Container	\$	1	\$
6.	30 YD Container	\$	5	\$
7.	40 YD Container	\$	1	\$
EXTENDED PRICE SUB-TOTAL Table T				\$ _____(19)

**Table U: Delivery Charge for Containers:**

Item	Container Type	Unit Price Per Pick Up (a)	Quantity * (b)	Amount (a x b)
1.	Roll Off Containers	\$	3	\$
2.	Front Load Containers	\$	3	\$
EXTENDED PRICE SUB-TOTAL Table U				\$ _____(20)

**Table V:**

Pricing Schedule 2: Option Periods	Total Price
<b>TOTAL PRICE</b> Table L to U = (11) + (12) + (13) + (14) + (15) + (16) + (17)+ (18) + (19) + (20):	\$ _____





**Table W: Total contract value including options:**

<b>TOTAL ASSESSED PROPOSAL PRICE:</b>		<b>Sum of Bidder's Pricing:</b>
1	<b>Pricing Schedule 1 – Initial Contract Period: Table A to J Total Price</b>	\$ _____
2	<b>Pricing Schedule 2 – Option Periods: Table L to U Total Price</b>	\$ _____
<b>Total Assessed Proposal Price</b>		\$ _____



**ANNEX "C"**

**SECURITY REQUIREMENTS CHECK LIST**

*(attached at the end of this document for informational purposes)*



**ANNEX “D” to PART 5**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid or tender (hereinafter “bid”) to:

\_\_\_\_\_  
(Corporate Name of Recipient of this Submission)

for: \_\_\_\_\_  
(Name and Number of Bid and Project)

in response to the call or request (hereinafter “call”) for bids made by:

\_\_\_\_\_  
(Name of Tendering Authority)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ that:  
(Corporate Name of Bidder or Tenderer [hereinafter “Bidder”])

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the Bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the Bidder;
4. each person whose signature appears on the accompanying bid has been authorized by the Bidder to determine the terms of, and to sign, the bid, on behalf of the Bidder;
5. for the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the Bidder, whether or not affiliated with the Bidder, who:
  - (a) has been requested to submit a bid in response to this call for bids;
  - (b) could potentially submit a bid in response to this call for bids, based on their qualifications, abilities or experience;
6. the Bidder discloses that (check one of the following, as applicable):
  - (a) the Bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with, any competitor;
  - (b) the Bidder has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this call for bids, and the Bidder discloses, in the attached document(s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements;



- 
7. in particular, without limiting the generality of paragraphs (6)(a) or (6)(b) above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
    - (a) prices;
    - (b) methods, factors or formulas used to calculate prices;
    - (c) the intention or decision to submit, or not to submit, a bid; or
    - (d) the submission of a bid which does not meet the specifications of the call for bids; except as specifically disclosed pursuant to paragraph (6)(b) above;
  
  8. in addition, there has been no consultation, communication, agreement or arrangement with any competitor regarding the quality, quantity, specifications or delivery particulars of the products or services to which this call for bids relates, except as specifically authorized by the Tendering Authority or as specifically disclosed pursuant to paragraph (6)(b) above;
  
  9. the terms of the accompanying bid have not been, and will not be, knowingly disclosed by the Bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening, or of the awarding of the contract, whichever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph (6)(b) above.

---

(Printed Name and Signature of Authorized Agent of Bidder)

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(Position Title)

---

(Date)

SRCL# 2019117952 (Dépôt)



Government of Canada / Gouvernement du Canada

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)**

<b>PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE</b>	
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine RCMP Depot Division	2. Branch or Directorate / Direction générale ou Direction NWR, Depot Academy, Regina, SK
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 Provide bin rental and waste pick up for RCMP Depot and F Div <b>Assurer la location de conteneurs et la collecte de déchets à la Division Dépôt et à la Division F de la GRC.</b>	
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
5. Indicate the type of access required / Indiquer le type d'accès requis	
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.	<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui MT
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès	
Canada <input checked="" type="checkbox"/> MT	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"/>
Not releasable / À ne pas diffuser <input type="checkbox"/>	
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information	
PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/> MT	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>
SECRET / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	



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 FIABILITÉ          | <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 | Niveau d'accès 2 (NA2) aux installations de la GRC<br>Accompagnement requis pour tout accès à l'intérieur |   |  |

Special comments:  
 Commentaires spéciaux : RMP facility access level 2 (FA2) Escort required for any interior access. i.MT

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

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	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET	
				CONFIDENTIEL		TRÈS SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL			A	B	C	CONFIDENTIEL		TRÈS SECRET	
Information / Assets Renseignements / Biens																	
Production																	
IT Media / Support TI																	
IT Link / Lien électronique																	

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).