



National Defence  
National Defence Headquarters  
Ottawa, Ontario  
K1A 0K2

Défense nationale  
Quartier général de la Défense nationale  
Ottawa (Ontario)  
K1A 0K2

## REQUEST FOR PROPOSAL / DEMANDE DE PROPOSITION

### RETURN BIDS TO / RETOURNER LES SOUMISSIONS À:

By e-mail to: binh.duong@forces.gc.ca  
Director Services Contracting (D Svcs C) 3-2-8-2  
Att: Binh Duong

#### Proposal To: National Defence 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 and services listed herein and on any attached sheets at the price(s) set out therefore.

#### Proposition à : Défense nationale 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 et services énumérés ici et sur toute feuille ci-annexée, au(x) prix indique(s).

<b>Title / Titre:</b> Large Volume Infusion Pumps (LVIP)	<b>Solicitation No / No de l'invitation:</b> W6369-20-A043
<b>Date of Solicitation / Date de l'invitation:</b> 9 December 2019	
<b>Address Enquiries to – Adresser toutes questions à:</b> Binh Duong Director of Services Contracting (D Svcs C) 3 101 Colonel By Drive Ottawa, Ontario K1A 0K2 binh.duong@forces.gc.ca	
<b>Telephone No. / N° de téléphone:</b> 819-939-8539	<b>FAX No / No de fax:</b>
<b>Destination:</b> See Herein	

#### Instructions:

Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.

#### Instructions:

Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés «rendu droits acquittés», tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente

<b>Solicitation Closes / L'invitation prend fin:</b>  At / à : 2:00 PM Eastern Daylight Time (EDT)         On / le : 20 January 2020
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<b>Delivery required / Livraison exigée:</b> 30 March 2020 or as soon as possible.	<b>Delivery offered / Livraison proposée:</b>
<b>Vendor Name and Address / Raison sociale et adresse du fournisseur:</b>	
<b>Name and title of person authorized to sign on behalf of vendor (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'imprimerie):</b>           <b>Name / Nom:</b> _____ <b>Title / Titre:</b> _____           <b>Signature:</b> _____ <b>Date:</b> _____	



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## **REISSUE OF BID SOLICITATION**

- A. This bid solicitation cancels and supersedes previous bid solicitation number, W6369-18-A034/A dated 11 December 2018, with a closing of 21 January 2019 at 2:00PM. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.



## PART 1 - GENERAL INFORMATION

### 1.1 Introduction

A. 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.

B. The Attachments include the Pricing Schedule, the Technical Evaluation, and any other attachments.

C. The Annexes include the Requirement, the Basis of Payment, the Security Requirements Checklist, and any other annexes.

### 1.2 Summary

A. Purchase and delivery of fifty (50) Large Volume Infusion Pumps with options to purchase up to an additional one hundred and fifty (150) over four (4) years and provision of Operator and Technical Service training sessions to Canadian Forces Health Services Group personnel as and when requested.

(i) The contract will be from the date of award to 30 June 2024

(ii) Delivery of the Infusion pumps will be to Garrison Petawawa, Petawawa Ontario.

(iii) Delivery of training will take place across Canada.

B. 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.



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

### **1.3 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

- A. 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 (SACC) Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.
- B. 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.
- C. The 2003 (2019-03-04), Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation, with the following modification(s):
- (i) Section 02, Procurement Business Number, is deleted in its entirety;
  - (ii) Section 05, Submission of bids, subsection 2, paragraph d., is deleted in its entirety and replaced with the following:
    - d. send its bid only to the Department of National Defence location specified on page 1 of the bid solicitation or to the address specified in the bid solicitation.
  - (iii) Section 05, Submission of bids, subsection 2, paragraph e., is deleted in its entirety and replaced with the following:
    - e. ensure that the Bidder's name, return address, the bid solicitation number, and bid solicitation closing date and time are clearly visible on the bid; and
  - (iv) Section 05, Submission of bids, subsection 4, is amended as follows:
    - Delete: 60 days
    - Insert: 120 days
  - (v) Section 06, Late bids, is deleted in its entirety;
  - (vi) Section 07, Delayed bids, is deleted in its entirety and replaced with the following:
    - 07 Delayed bids
    - 1. It is the Bidder's responsibility to ensure that the Contracting Authority has received the entire submission. Misrouting or other electronic delivery issues resulting in late submission of bids will not be accepted.
  - (xii) Section 08, Transmission by facsimile, is deleted in its entirety; and
  - (xiii) Section 20, Further information, is deleted in its entirety.

### 2.2 Submission of Bids



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- A. Bids must be submitted only to the Department of National Defence (DND) by the date, time, and place indicated on page 1 of the bid solicitation.
- B. Due to the nature of the bid solicitation, bids transmitted by facsimile will not be accepted.

### **2.2.1 Electronic Submissions**

Individual e-mails that may include certain scripts, formats, embedded macros and/or links, or those that exceed five (5) megabytes may be rejected by Canada's e-mail system and/or firewall(s) without notice to the Bidder or Contracting Authority. Larger bids may be submitted through more than one e-mail. Canada will confirm receipt of documents. It is the Bidder's responsibility to ensure that their entire submission has been received. Bidders should not assume that all documents have been received unless Canada confirms receipt of each document. In order to minimize the potential for technical issues, bidders are requested to allow sufficient time before the closing date and time to confirm receipt. Bid documents submitted after the closing time and date will not be accepted.

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

- A. All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.
- B. 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**

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

- A. Canada requests that Bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid: one (1) soft copy in PDF format by e-mail;

Section II: Financial Bid: one (1) soft copy in PDF format by e-mail;

Section III: Certifications: one (1) soft copy in PDF format by e-mail; and

Section IV: Additional Information: one (1) soft copy in PDF format by e-mail.

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

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

- A. 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.
- B. 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.

### **3.3 Section II: Financial Bid**

Bidders must submit their financial bid in accordance with the Pricing Schedule detailed in Attachment 1 to Part 3. If Bidders add any conditions or makes changes to the Pricing Schedule, the Bidder's financial bid will be declared non-responsive.

#### **3.3.1 Electronic Payment of Invoices - Bid**

- A. If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Attachment 2 to Part 3, Electronic Payment Instruments, to identify which ones are accepted.
- B. If Attachment 2 to Part 3, Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.
- C. Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

#### **3.3.2 Exchange Rate Fluctuation**



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

### **3.4 Section III: Certifications**

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

### **3.5 Section IV: Additional Information**

In Section IV of their bid, bidders should provide:

- (i) A completed, signed, and dated Page 1 of this solicitation;
- (ii) The name of the contact person (provide also this person's title, mailing address, phone number, and email address) authorized by the Bidder to enter into communications with Canada with regards to their bid, and any contract that may result from their bid;
- (iii) For Part 2, article 2.5, Applicable Laws, of the bid solicitation: the province or territory if different than specified;
- (iv) For Part 6, article 6.1, Security Requirement, of the bid solicitation, for each individual who will require access to classified or protected information, assets, or sensitive work sites:
  - (a) the name of the individual;
  - (b) the date of birth of the individual; and
  - (c) if available, information confirming the individual meets the security requirement as indicated in Part 7 - Resulting Contract Clauses; and
- (vi) Any other information submitted in the bid not already detailed.



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## ATTACHMENT 1 TO PART 3 - PRICING SCHEDULE

- A. The Bidder must complete this pricing schedule and include it in its financial bid.
- B. The estimated quantity in this pricing schedule are provided for bid evaluated price determination purposes only. They are not to be considered as a contractual guarantee. Their inclusion in this pricing schedule does not represent a commitment by Canada that Canada's future usage of the services described in the bid solicitation will be consistent with this data.
- C. The firm unit prices specified below include all expenses that may need to be incurred to satisfy the terms of any contract that may result from its bid, including any training materials and the total estimated cost of any travel and living expenses that may need to be incurred for the Work described in Annex A, Requirement of the bid solicitation.
- D. Under any resulting contract, Canada will not accept travel and living expenses that may need to be incurred by the contractor for any relocation of resources required to satisfy its contractual obligations.
- E. All prices must be submitted in Canadian Dollars, Applicable Taxes excluded, FOB destination, freight charges included, Canadian customs duties and excise taxes included.

### 1. Initial Contract Period

#### 1.1 Equipment – Large Volume Infusion Pump Units

Item	Description	Manufacturer's Part Number	Quantity of Units	Firm Unit Price (Cdn)	Total Estimated Price
			A	B	C = A X B
1	Large Volume Infusion Pump Units and Accessories as per the Requirement in Annex A	To be inserted at Bid Issuance	50	\$ _____	\$ _____
Total Equipment – Large Volume Infusion Pump Units					\$ _____

#### 1.2 Services – Training Courses

Item	Description	Location of course	Language of Delivered Course	Quantity of Courses	Firm Price Per Course (Cdn)	Total Estimated Price
				A	B	C = A X B
1	Operator Training Course as per the Requirement in Annex A	Garrison Petawawa, Petawawa, Ontario K8H 2X3	English	4	\$ _____	\$ _____
2	Technical Service Training Course as per the Requirement in Annex A	Garrison Petawawa, Petawawa, Ontario K8H 2X3	English	2	\$ _____	\$ _____



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<b>Total Services – Training Courses</b>	<b>\$ _____</b>
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**1.3 TOTAL INITIAL CONTRACT PERIOD (Total Equipment – Large Volume Infusion Pump Units + Total Service – Training Courses) = 1.1 + 1.2:**

**\$ \_\_\_\_\_ (Amount to be inserted at Bid Issuance)**

**2. Option (Contract Award to March 31, 2024)**

**2.1 Equipment – Large Volume Infusion Pump Units**

Item	Description	Manufacturer's Part Number	Quantity of Units	Firm Unit Price (Cdn)	Total Estimated Price
			A	B	C = A X B
1	Large Volume Infusion Pump Units and Accessories as per the Requirement in Annex A. From 1 to 50 units.	To be inserted at Bid Issuance	50	\$ _____	\$ _____
2	Large Volume Infusion Pump Units and Accessories as per the Requirement in Annex A. From 51 to 100 units.	To be inserted at Bid Issuance	50	\$ _____	\$ _____
3	Large Volume Infusion Pump Units and Accessories as per the Requirement in Annex A. From 101 to 150 units.	To be inserted at Bid Issuance	50	\$ _____	\$ _____
<b>Total Equipment – Large Volume Infusion Pumps Unit</b>					<b>\$ _____</b>

**2.2 Services – Training Courses**

Item	Description	Location of course	Language of Delivered Course	Quantity of Courses	Firm Price Per Course (Cdn)	Total Estimated Price
				A	B	C = A X B
1	Operator Training Course as per the Requirement in Annex A. Up to 10 courses.	To be specified in contract amendment	To be specified in contract amendment	10	\$ _____	\$ _____
2	Technical Service Training Course as per the Requirement in Annex A. Up to 5 courses.	To be specified in contract amendment	To be specified in contract amendment	5	\$ _____	\$ _____



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<b>Total Services – Training Courses</b>	<b>\$ _____</b>
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**2.3 Optional Accessories – To Be Ordered as and when Required**

Item	Description	Manufacturer's Part Number	Quantity of Units	Firm Unit Price (Cdn)	Total Estimated Price
			A	B	C = A X B
1	PCA (Patient Controlled Analgesia) Module. Up to 50 units	To be inserted at Bid Issuance	50	\$ _____	\$ _____
2	Syringe Module. Up to 50 units	To be inserted at Bid Issuance	50	\$ _____	\$ _____
<b>Total Optional Accessories</b>					<b>\$ _____</b>

**2.4 TOTAL OPTION PERIOD (Total Equipment – Large Volume Infusion Pump Unit + Total Service – Training Courses + Total Optional Accessories) = 2.1 + 2.2 + 2.3:**

\$ \_\_\_\_\_ (Amount to be inserted at Bid Issuance)

**3. Total Evaluated Price****3.1 TOTAL EVALUATED PRICE (Total Initial Contract Period + Total Option Period = 1.3 + 2.4:**

\$ \_\_\_\_\_ (Amount to be inserted at Bid Issuance)

**4. Applicable Taxes = Insert the amount, as applicable**

\$ \_\_\_\_\_ GST (Amount to be inserted at Bid Issuance)

\$ \_\_\_\_\_ HST (Amount to be inserted at Bid Issuance)

\$ \_\_\_\_\_ QST (Amount to be inserted at Bid Issuance)



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## **ATTACHMENT 2 TO PART 3 - ELECTRONIC PAYMENT INSTRUMENTS**

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

- ( ) VISA Acquisition Card;
- ( ) MasterCard Acquisition Card;
- ( ) Direct Deposit (Domestic and International);
- ( ) Electronic Data Interchange (EDI);
- ( ) Wire Transfer (International Only); and



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## **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.
- 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 Attachment 1 to Part 4, Evaluation Criteria.

#### **4.1.2 Financial Evaluation**

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

### **4.2 Basis of Selection - Mandatory Technical Criteria**

- A. 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.

**ATTACHMENT 1 TO PART 4 - EVALUATION CRITERIA****1. Mandatory Technical Criteria**

The following mandatory technical criteria must be demonstrated with supporting documentation in the form of a screen shot of equipment function from the equipment, user manual, technical/sales brochure, report and/or certifications which must be provided with the Bidder's response at the time of bid submission. Failure to submit supporting documentation that clearly demonstrates the mandatory technical criteria listed below, may render the bid non-compliant and will not be given further consideration. Any information proposed as options or additions to the work will NOT be evaluated.

#	Large Volume Infusion Pump	Location in Manual or Proposal (title, page, etc)
M1	<p>The Bidder must demonstrate that their proposed Infusion Pump has the following Certification and Compliance:</p> <p>Canadian Standards Association (CSA) certification (<a href="http://www.csagroup.org/global/en/about-csa-group/certification-marks-labels">www.csagroup.org/global/en/about-csa-group/certification-marks-labels</a>); or an equivalent proof of certification or proof of equivalency must be recognized by SCC (Standard Council of Canada) (<a href="http://www.scc.ca">www.scc.ca</a>).</p> <p>Proof of certification must be included in the bid package.</p>	
M2	<p>The Bidder must demonstrate that their proposed Infusion Pump has a valid, active, medical device license issued by Health Canada.</p> <p>The Canadian Armed Forces reserves the right, at its discretion, to verify the validity of the device license through Health Canada.</p> <p>The Bidder must provide a copy of the medical device licence or the device licence number.</p>	
M3	<p>The Bidder must demonstrate that their proposed Infusion Pump is a modular system, with a primary control unit, allowing the operator to add or remove infusion delivery modules as required.</p>	
M4	<p>The Bidder must demonstrate that their proposed Infusion Pump is capable of accepting any combination of infusion pump, PCA (patient controlled analgesia) and syringe modules.</p>	





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#	Large Volume Infusion Pump	Location in Manual or Proposal (title, page, etc)
M5	The Bidder must demonstrate that their proposed Infusion Pump incorporates both audible and visible alarm indicators for the following: <ul style="list-style-type: none"><li>- occlusion upstream</li><li>- occlusion downstream</li><li>- pressure</li><li>- air in line</li><li>- system malfunction</li><li>- infusion complete</li><li>- low battery</li></ul>	
M6	The Bidder must demonstrate that their proposed Infusion Pump has a medication safety software, commonly referred as Dose Error Reduction Software (DERS) - Minimum library consisting of 1000 drug protocols.	
M7	The Bidder must demonstrate that their proposed Infusion Pump has a dual voltage, auto-switching, power supply capable of accepting dual voltage, 110-120/220-240 volts of alternating current at 50/60 Hertz.	
M8	The Bidder must demonstrate that their proposed Infusion Pump has an internal rechargeable battery capable of providing a minimum of three (3) hours of run time at a flow rate of 100 milliliters per hour.	
M9	The Bidder must demonstrate that their proposed Infusion Pump is capable of storing the following events on internal memory: <ul style="list-style-type: none"><li>- program setting</li><li>- alarms</li><li>- volume infused</li><li>- dose limits warnings</li></ul>	
M10	The Bidder must demonstrate that their proposed Infusion Pump incorporates the following operating modes: <ul style="list-style-type: none"><li>- continuous</li><li>- piggyback</li><li>- delay</li></ul>	



## PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

- A. Bidders must provide the required certifications and additional information to be awarded a contract.
- B. 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.
- C. 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

- A. 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](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#)" 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#>).



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- B. 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.



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## **PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS**

### **6.1 Security Requirements**

- A. Before award of a contract, the following conditions must be met:
- (i) The Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
  - (ii) The Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses; and
  - (iii) The Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
  - (iv) The Bidder must provide the addresses of proposed sites or premises of work performance and document safeguarding as indicated in Part 3 - Section IV Additional Information.
- B. 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.
- C. 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.



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## **PART 7 - RESULTING CONTRACT CLAUSES**

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

### **7.1 Requirement**

The Contractor must provide the item(s) detailed under the Requirement at Annex A.

#### **7.1.1 Optional Goods and/or Services**

- A. The Contractor grants to Canada the irrevocable option to acquire the goods, services, or both described at Annex A, Requirement, of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.
- B. The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

### **7.2 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 \(SACC\) Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

#### **7.2.1 General Conditions**

2030 (2018-06-21), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract, with the following modification(s):

- (i) Article 01, Interpretation, "Canada", "Crown", "Her Majesty" or "the Government", is deleted in its entirety and replaced with the following:

"Canada", "Crown", "Her Majesty" or "the Government"  
means Her Majesty the Queen in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that minister or, if applicable, an appropriate minister to whom the Minister of National Defence has delegated his or her powers, duties or functions and any other person duly authorized to act on behalf of that minister.

#### **7.2.2 Supplemental General Conditions**

The following Supplemental General Conditions apply to and form part of the Contract:

- (i) 4003 (2010-08-16), Licensed Software;

### **7.3 Security Requirements**

The following security requirements apply and form part of the Contract:

#### **7.3.1 SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:**



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**PWGSC FILE No W6369-20-A043**

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Contract Security Program (CSP) of the Industrial Security Sector (ISS), Public Works and Government Services (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP/ISS/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP/ISS/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 C;
  - b) *Industrial Security Manual* (Latest Edition).

**7.4 Term of Contract**

**7.4.1 Period of the Contract**

The period of the Contract is from date of Contract Award to 30 June 2024 inclusive.

**7.4.2 Delivery Date**

All the deliverables must be received by 30 March 2020 or as soon as possible for Initial Contract Period.

Option to purchase up to an additional one hundred fifty (150) LVIP units until 31 March 2024

**7.4.3 Delivery Points**

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

**7.4.4 Shipping Instructions – Delivery at Destination**

Goods must be consigned to the destination specified in the Contract and delivered:

Delivered Duty Paid (DDP) Garrison Petawawa Incoterms 2000 for shipments from a commercial contractor.

**7.5 Authorities**

**7.5.1 Contracting Authority**

- A. The Contracting Authority for the Contract is:

[Contact information to be detailed in the resulting contract]

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



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Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: Department of National Defence  
101 Colonel By Drive  
Ottawa ON K1A 0K2  
Telephone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

- B. 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.

### 7.5.2 Technical Authority

- A. The Technical Authority for the Contract is:

[Contact information to be detailed in the resulting contract]

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: Department of National Defence (DND)  
101 Colonel By Drive  
Ottawa ON K1A 0K2  
Telephone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

- B. The Technical 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 Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### 7.5.3 Contractor's Representative

[Contact information to be detailed in the resulting contract]

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

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

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](http://laws-lois.justice.gc.ca/eng/acts/P-36/FullText.html) (PSSA) (<http://laws-lois.justice.gc.ca/eng/acts/P-36/FullText.html>) 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



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[Contracting Policy Notice: 2012-2](http://www.tbs-sct.gc.ca/pubs_pol/dcgpubs/contpolnotices/siglist-eng.asp) of the Treasury Board Secretariat of Canada ([http://www.tbs-sct.gc.ca/pubs\\_pol/dcgpubs/contpolnotices/siglist-eng.asp](http://www.tbs-sct.gc.ca/pubs_pol/dcgpubs/contpolnotices/siglist-eng.asp)).

## **7.7 Payment**

### **7.7.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price(s)", as specified in Annex A –Basis of Payment to the limitation of expenditure of \$ [amount to be detailed in the resulting contract]. 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.

### **7.7.2 Method of 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.

### **7.7.3 Electronic Payment of Invoices - Contract**

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

[List to be updated in the resulting contract]

- (i) Visa Acquisition Card;
- (ii) MasterCard Acquisition Card;
- (iii) Direct Deposit (Domestic and International);
- (iv) Electronic Data Interchange (EDI);
- (v) Wire Transfer (International Only); and

### **7.7.4 Discretionary Audit**

[C0705C](#), Discretionary Audit

## **7.8 Invoicing Instructions**

- A. 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.





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B. Each invoice must be supported by:

- (i) A copy of the release document and any other documents as specified in the Contract;
- (ii) A description of the Work delivered; and
- (iii) A breakdown of the cost elements.

C. Invoices must be distributed as follows:

- (i) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- (ii) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## **7.9 Certifications and Additional Information**

### **7.9.1 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.

### **7.9.2 Certifications - Contract**

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

## **7.10 Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario **or as specified by the bidder in its bid, if applicable.**

## **7.11 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:

- (i) The Articles of Agreement;
- (ii) The Supplemental General Conditions 4003 (2010-08-16), Licensed Software;
- (iii) The General Conditions 2030 (2018-06-21), General Conditions - Higher Complexity - Goods;



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- (iv) Annex A, Requirement;
- (v) Annex B, Basis of Payment;
- (vi) Annex C, Security Requirements Check List;
- (xii) the Contractor's bid dated [date to be specified in the resulting contract], as clarified on [date to be specified in the resulting contract, if required], and as amended on [date to be specified in the resulting contract, if required].

## 7.12 Defence Contract

- A. The Contract is a defence contract within the meaning of the *Defence Production Act*, R.S.C. 1985, c. D-1 (<http://laws-lois.justice.gc.ca/eng/acts/d-1/>), and must be governed accordingly.
- B. Title to the Work or to any materials, parts, work-in-process or finished work must belong to Canada free and clear of all claims, liens, attachments, charges or encumbrances. Canada is entitled, at any time, to remove, sell or dispose of the Work or any part of the Work in accordance with section 20 of the *Defence Production Act*.

One (1) of the following two (2) options will be inserted in the resulting contract, as applicable:

Option 1: A2000C (2006-06-16) when the contract is to be with a Canadian-based supplier; or

## 7.13 Foreign Nationals (Canadian Contractor)

The Contractor must comply with Canadian immigration requirements applicable to foreign nationals entering Canada to work temporarily in fulfillment of the Contract. If the Contractor wishes to hire a foreign national to work in Canada to fulfill the Contract, the Contractor should immediately contact the nearest Service Canada regional office to enquire about Citizenship and Immigration Canada's requirements to issue a temporary work permit to a foreign national. The Contractor is responsible for all costs incurred as a result of non-compliance with immigration requirements.

Option 2: A2001C (2006-06-16) when the contract is to be with a foreign-based supplier.

## 7.13 Foreign Nationals (Foreign Contractor)

The Contractor must comply with Canadian immigration legislation applicable to foreign nationals entering Canada to work temporarily in fulfillment of the Contract. If the Contractor wishes to hire a foreign national to work in Canada to fulfill the Contract, the Contractor should immediately contact the nearest Canadian Embassy, Consulate or High Commission in the Contractor's country to obtain instructions, information on Citizenship and Immigration Canada's requirements and any required documents. The Contractor is responsible to ensure that foreign nationals have the required information, documents and authorizations before performing any work under the Contract in Canada. The Contractor is responsible for all costs incurred as a result of non-compliance with immigration requirements.

## 7.14 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



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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.

**7.15 SACC Manual clause**

A9062C (2011-05-16), Canadian Forces Site Regulations

B1501C (2018-06-21), Electrical equipment

B7500C (2006-06-16), Excess Goods

D2000C (2007-11-30), Marking

D2001C (2007-11-30), Labelling

D2025C (2017-08-17), Wood packaging materials

D5545C (2010-08-16), ISO 9001:2008 - Quality Management Systems - Requirements (Quality Assurance Code C)

D6010C (2007-11-30), Palletization



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## **ANNEX A- REQUIREMENT**

### **LARGE VOLUME INFUSION PUMPS (LVIP)**

#### **1. INTRODUCTION**

The Department of National Defence (DND) through The Canadian Forces Health Services Group (CF H Svcs Gp) has a requirement for Large Volume Infusion Pumps (LVIP). The LVIP will be used to accurately deliver liquids through intravenous (IV) or epidural routes for therapeutics and/or diagnostics purposes. In an attempt to reduce medication error at the administration stage, the LVIP must be a smart pump with medication safety software, commonly referred as Dose Error Reduction Software (DERS).

#### **2. REQUIREMENT**

- 2.1 **Initial (Core) Requirement:** Fifty (50) LVIP units to be delivered to Garrison Petawawa by 28 February 2020, or as soon as possible. There is also a requirement for four (4) Operator training sessions and two (2) Technical Service training sessions to be completed in Garrison Petawawa within thirty (30) calendar days after delivery of the initial LVIP units or sooner. Exact building and location on Garrison Petawawa will be provided at contract award.
- 2.2 **Options:** upon request, up to an additional one hundred fifty (150) LVIP units, up to an additional ten (10) Operator training sessions, and up to an additional five (5) Service training sessions from date of contract award to four (4) years later.
- 2.3 Each of the LVIP units must meet the certification and compliance listed in Section 3 and the specifications listed in Appendix 1 of this requirement.

#### **3. CERTIFICATION AND COMPLIANCE**

Each Large Volume Infusion Pump must meet and provide the following certifications:

- a) The device must have a Canadian Standards Association (CSA) certification, or equivalent ([www.csagroup.org/global/en/about-csa-group/certification-marks-labels](http://www.csagroup.org/global/en/about-csa-group/certification-marks-labels)). Equivalency must be recognized by SCC (Standard Council of Canada) ([www.scc.ca](http://www.scc.ca)).
- b) The device must have a valid, active, medical device license issued by Health Canada. The Canadian Armed Forces reserves the right, at its discretion, to verify the validity of the device license through Health Canada.

#### **4. TRAINING**

##### **4.1 LVIP Operator Training**

The Contractor must provide an onsite, hands-on Operator training course for Canadian Forces Health Services personnel. At a minimum, the training course must provide Canadian Forces Health Services personnel with the knowledge necessary to navigate the various menus, systems and sub-systems, including basic troubleshooting of the system. At the completion of the training, Canadian Forces Health Services personnel should be comfortable operating the system.

The Contractor must provide an operating manual that must, at a minimum, include information on handling the device, error code explanation, troubleshooting, and recommended operator maintenance.



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**a) Initial Operator Training**

The Contractor must provide the following:

- i. A total of four (4) Operator training sessions, minimum one (1) to a maximum of two (2) sessions per day, each session must be a minimum of three (3) hours up to a maximum of four (4) hours in length. Each of these Operator training sessions will be for a group estimated at between ten (10) to fifteen (15) Operators. For planning purposes, Garrison Petawawa's working hours are 0700 – 1530 daily.
- ii. The training must be completed within thirty (30) calendar days of the LVIP delivery or as soon as possible at a date and time agreed upon between the Contractor's representative and the Technical Authority.
- iii. The training is to take place at DND/CAF's facility, on Garrison Petawawa.
- iv. The training must be provided in English.
- v. All Contractor-related costs associated with providing the Operator training (including but not limited to: training manuals, reference materials, documentation, tuition, and Contractor's travel and living expenses etc.) must be included in the firm contract price.
- vi. The Contractor must grant a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.
- vii. The Contractor must provide, at a minimum, one (1) hardcopy and one (1) soft copy in PDF format of the operating training manual in English.

**b) Optional Operator Training**

As and when requested, the Contractor must provide the following:

- i. Up to an additional ten (10) Operator training sessions within the life of the contract. Each session must be a minimum of three (3) hours up to a maximum of four (4) hours in length. Each of these Operator training sessions will be for a group estimated at between four (4) to ten (10) Operators.
- ii. Operator training sessions must be performed within sixty (60) calendar days of the request, at a date and time agreed upon between the Contractor's representative and the Technical Authority.
- iii. The training is to take place on Canadian Forces Bases (CFB), at DND/CAF's facilities. Please see Appendix 2 for all delivery address locations.
- iv. Training must be provided in the language specified in Appendix 2.
- v. All Contractor-related costs associated with providing the as and when requested Operator training (including but not limited to training manuals, reference materials, documentation, tuition, and Contractor's travel and living expenses etc.) must be included in the firm contract price.
- vi. The Contractor must grant a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.



#### **4.2 LVIP Technical Service Training**

The Contractor must provide onsite, hands-on technical service training course for Canadian Forces Health Services Biomedical Engineering Technologist personnel. The technical service training provided must be to the same level and extent as that which the Original Equipment Manufacturer provides to its field service. At the completion of the training, Canadian Forces Health Services Biomedical Engineering Technologist personnel should be comfortable diagnosing, troubleshooting, repairing, and operating the system. At a minimum, the technical training course must provide Canadian Forces Health Services Biomedical Engineering Technologist personnel with the following:

- 1) Knowledge necessary to efficiently navigate the various menus, systems, and sub-systems.
- 2) Comprehensive training on repair, calibration, and system troubleshooting and its peripherals.
- 3) Complete disassembly and reassembly of the LVIP and all peripherals.
- 4) Software system interface for troubleshooting system error codes with a complete description of each error code.

The Contractor must provide a service manual that must, at a minimum, include a detailed explanation of the internal device workings, disassembly and re-assembly instructions, detailed schematics, and a parts breakdown/replacement parts, including part numbers for each component.

##### **a) Initial Technical Service Training**

The Contractor must provide the following:

- i. A total of two (2) Technical Service training sessions, one (1) session per day, and each session must be a minimum of six (6) hours up to a maximum of seven and half (7.5) hours in length. Each of these Technical Service training sessions will be for a group estimated at between six (6) to eight (8) Biomedical Engineering Technologists.
- ii. The training must be completed within thirty (30) calendar days of the LVIP delivery or as soon as possible at a date and time agreed upon between the Contractor's representative and the Technical Authority.
- iii. The training is to take place at DND/CAF's facility at Garrison Petawawa, Ontario.
- iv. The training must be provided in English.
- v. All Contractor-related costs associated with the performance of the technical service training (included but not limited to: training manuals, technical service manuals with detailed schematics and parts list, reference materials, documentation, tuition, calibration software and Contractor's travel and living expenses) must be included in the firm contract price.
- vi. The Contractor must grant a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.
- vii. At the beginning of each session, the Contractor must provide one (1) soft copy in PDF format of the technical service manual in English to each participant.



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**(b) Optional Technical Service Training**

As and when requested, the Contractor must provide the following:

- i. Up to an additional five (5) LVIP Technical Service training sessions within the life of the contract. Each session must be a minimum of six (6) hours up to a maximum of seven and half (7.5) hours in length. Each of these Technical Service training sessions will be for a group estimated at between four (4) to eight (8) Biomedical Engineering Technologists.
- ii. Training must be performed within sixty (60) calendar days of request, at a date and time agreed upon between the Contractor's representative and the Technical Authority.
- iii. The training is to take place on Canadian Forces Bases (CFB), at DND/CAF's facilities. Please see Appendix 2 for all delivery address locations.
- iv. Training must be provided in the language specified in Appendix 2.
- v. All Contractor-related costs associated with the performance of the technical service training (inclusive of the training manuals, Technical Service manuals with detailed schematics and parts list, reference materials, documentation, tuition, calibration software and Contractor's travel and living expenses) must be included in the firm contract price.
- vi. The Contractor must grant a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.
- vii. At the beginning of each session, the Contractor must provide one (1) soft copy in PDF format of the technical service manual in English to each participant.



## **APPENDIX 1 to ANNEX A - REQUIREMENT**

### **5. LARGE VOLUMETRIC INFUSION PUMP – DESCRIPTION AND SPECIFICATIONS**

Each Large Volumetric Infusion Pump must have the following specifications:

#### **5.1 Technical:**

- i. A modular system, with a primary control unit, allowing the operator to add or remove infusion delivery modules as required.
- ii. The primary control unit must be capable of accepting a minimum of four (4) distinct, independent, infusion delivery modules.
- iii. Capable of accepting any combination of infusion pump, PCA (patient controlled analgesia) and syringe modules.
- iv. Once an infusion has started, the LVIP must permit front panel lockout to avoid altering the pumps parameters.

#### **5.2 Technical – Infusion Pump Module**

- i. Minimum flow rate range of 0.1 to 999 milliliters per hour.
- ii. Depending on the flow rate, minimum rate increments of 0.1, 0.5, 1.0 milliliters per hour.
- iii. Minimum Keep Vein Open (KVO) rate of 0.5 – 5 milliliters per hour.
- iv. Maximum rate range accuracy of  $\pm$  five (5) percent (%) for flow rates between 1 to 999 milliliters per hour.
- v. Minimum Volume to be Infused range of one (1) – 6000 milliliters.
- vi. Minimum pressure range of five (5) to ten (10) pounds per square inch (psi).
- vii. Accept fluids of differing densities and consistencies ranging from normal saline to blood products.
- viii. Permit a secondary infusion to resume automatically after the primary infusion has completed, also known as Automatic Piggybacking.

#### **5.3 Technical – PCA (Patient Controlled Analgesia) Module**

- i. Permit the operator to choose a pre-programmed drug and concentration from the library or, if the drug or concentration is not available in the library, the ability to program a drug with its corresponding concentration.
- ii. Incorporate the following infusion modes: patient self-administered dose and continuous rate dose.





- iii. Include an elapse time lockout, prohibiting the patient from administering additional drug doses outside the prescribed dosage.

#### **5.4 Technical – Syringe Module**

- i. As a minimum, accepting syringes ranging in size from 20 to 60mL (milliliters) with automatic syringe identification

#### **5.5 Display:**

- i. Incorporate a display screen capable of displaying alphanumeric characters.
- ii. The display screen must display the following parameters: LVIP status, volume infused, volume to be infused, rate, drug name, dose rate and alarm conditions.

#### **5.6 Visible and audible alarm indicators:**

- i. Occlusion upstream
- ii. Occlusion downstream
- iii. Pressure
- iv. Air in line
- v. System malfunction
- vi. Infusion complete.
- vii. Low battery
- viii. Clinical advisory messages

#### **5.7 Audible alarm**

- i. Permit the operator to control the volume.
- ii. Permit the operator to momentarily silence the alarm, maximum time the alarm can be silenced is two (2) minutes.

#### **5.8 Medication safety software, commonly referred as Dose Error Reduction Software (DERS)**

- i. Minimum library consisting of 1000 drug protocols.
- ii. Minimum of ten (10) care areas.

#### **5.9 Physical characteristics**

- i. Auto-switching power supply capable of accepting dual voltage, 110-120/220-240 volts of alternating current at 50/60 Hertz.
- ii. Internal rechargeable battery capable of providing a minimum of three (3) hours of run time at a flow rate of 100 milliliters per hour.
- iii. Nickel Cadmium, Nickel Metal Hydride, Lithium Polymer or Lithium Ion rechargeable battery.
- iv. Maximum weight, including rechargeable battery, primary control unit and two (2) infusion pump modules, of five (5) kilograms.



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- v. Ability to operate in temperatures from plus 15 degrees Celsius to plus 32 degrees Celsius.
- vi. RS232, RJ45, Infrared Data Association (IrDA), Universal Serial Bus (USB) or wireless computer connectivity.
- vii. Ability to store, on internal memory, a minimum of 72 hours of events and the ability to download those events using one of the connectivity types listed in para vi.
- viii. At a minimum, the following events are to be stored
  - a) Program setting
  - b) Alarms
  - c) Volume infused
  - d) Dose limits warnings
- ix. Operating modes must include:
  - a) Continuous
  - b) Piggyback
  - c) Delay

## **6. Accessories**

Each LVIP purchased must include the following accessories:

- i. Dual voltage, auto-switching power source with Hospital Grade power plug.
- ii. Two (2) general purpose infusion pump modules
- iii. Two (2) general purpose infusion sets per infusion pump model per device with the following characteristics:
  - a) Free-flow protection;
  - b) Protection for Air-trapping;
  - c) Needleless Intravenous (IV) connection; and
  - d) Compatible with Interlink IV lines.

## **7. Optional Accessories – To Be Ordered as and when Required**

- i. PCA (Patient Controlled Analgesia) Module
- ii. Syringe Module



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## **APPENDIX 2 TO ANNEX A – REQUIREMENT**

### **Training Delivery Addresses**

<b><u>INITIAL PURCHASE</u></b>			
<b>Item #</b>	<b>Item Description</b>	<b>Delivery of Services</b>	<b>Language</b>
1	Operator Training Sessions	Garrison Petawawa Petawawa, ON, K8H 2X3	English
2	Technical Training Sessions	Garrison Petawawa Petawawa, ON, K8H 2X3	English

<b><u>OPTIONAL</u></b>			
<b>Item #</b>	<b>Item Description</b>	<b>Delivery of Services</b>	<b>Language</b>
1	Operator and Technical Training Session	CFB Halifax Halifax, NS, B3K 5X5	English
2	Operator and Technical Training Session	CFB Edmonton Edmonton, AB T5J 4J5	English
3	Operator and Technical Training Session	CFB Valcartier Courcellette, QC G0A 4Z0	French
4	Operator and Technical Training Session	8 Wing Trenton Astra, ON K0K 3W0	English
5	Operator and Technical Training Session	CFB Esquimalt Victoria, BC, V9A 7N2	English
6	Operator Training Session	CFB Borden Borden, ON, L0M 1C0	English
7	Operator Training Session	Garrison Petawawa Petawawa, ON, K8H 2X3	English
8	Operator Training Session	Garrison Petawawa Petawawa, ON, K8H 2X3	English
9	Operator Training Session	Garrison Petawawa Petawawa, ON, K8H 2X3	English
10	Operator Training Session	Garrison Petawawa Petawawa, ON, K8H 2X3	English



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## ANNEX B - BASIS OF PAYMENT

The firm unit prices specified below include all expenses that may need to be incurred to satisfy the terms of the contract, including any training materials and the total estimated cost of any travel and living expenses that may need to be incurred for the Work described in Annex A, Requirement.

All prices are in Canadian Dollars, Applicable Taxes excluded, FOB destination, freight charges included, Canadian customs duties and excise taxes included.

### 1. Initial Contract Period

#### 1.1 Equipment – Large Volume Infusion Pump Units

Item	Description	Manufacturer's Part Number	Quantity of Units	Firm Unit Price (Cdn)	Total Estimated Price
			A	B	C = A X B
1	Large Volume Infusion Pump Units and Accessories as per the Requirement in Annex A		50	\$ [amount to be detailed in the resulting contract]	\$ [amount to be detailed in the resulting contract]
Total Equipment – Large Volume Infusion Pump Units					\$ [amount to be detailed in the resulting contract]

#### 1.2 Services – Training Courses

Item	Description	Location of course	Language of Delivered Course	Quantity of Courses	Firm Price Per Course (Cdn)	Total Estimated Price
				A	B	C = A X B
1	Operator Training Course as per the Requirement in Annex A	Garrison Petawawa, Petawawa, Ontario K8H 2X3	English	4	\$ [amount to be detailed in the resulting contract]	\$ [amount to be detailed in the resulting contract]
2	Technical Service Training Course as per the Requirement in Annex A	Garrison Petawawa, Petawawa, Ontario K8H 2X3	English	2	\$ [amount to be detailed in the resulting contract]	\$ [amount to be detailed in the resulting contract]
Total Service – Training Courses						\$ [amount to be detailed in the resulting contract]



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## 2. Option (Contract award to March 31, 2024)

### 2.1 Equipment – Large Volume Infusion Pump Units

Item	Description	Manufacturer's Part Number	Quantity of Units	Firm Unit Price (Cdn)
			A	B
1	Large Volume Infusion Pump Units and Accessories as per the Requirement in Annex A.		From 1 to 50	\$ [amount to be detailed in the resulting contract]
2	Large Volume Infusion Pump Units and Accessories as per the Requirement in Annex A.		From 51 to 100	\$ [amount to be detailed in the resulting contract]
3	Large Volume Infusion Pump Units and Accessories as per the Requirement in Annex A.		From 101 to 150 units	\$ [amount to be detailed in the resulting contract]

### 2.2 Services – Training Courses

Item	Description	Location of course	Language of Delivered Course	Quantity of Courses	Firm Unit Price (Cdn)
				A	B
1	Operator Training Course as per the Requirement in Annex A	To be specified in contract amendment	To be specified in contract amendment	Up to 10	\$ [amount to be detailed in the resulting contract]
2	Technical Service Training Course as per the Requirement in Annex A	To be specified in contract amendment	To be specified in contract amendment	Up to 5	\$ [amount to be detailed in the resulting contract]

### 2.3 Optional Accessories – To Be Ordered as and when Required

Item	Description	Manufacturer's Part Number	Quantity of Units	Firm Unit Price (Cdn)
			A	B



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1	PCA (Patient Controlled Analgesia) Module		Up to 50	\$ [amount to be detailed in the resulting contract]
2	Syringe Module		Up to 50	\$ [amount to be detailed in the resulting contract]



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## ANNEX C - SECURITY REQUIREMENTS CHECK LIST



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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine Department of National Defence		2. Branch or Directorate / Direction générale ou Direction D HS Del/ J4 MED EQPT
3. a) Subcontract Number / Numéro du contrat de sous-traitance N/A		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant N/A
4. Brief Description of Work / Brève description du travail Purchase of fifty (50) Infusion Pump Systems to be delivered to CMED, Petawawa, ON. NLT 31 December 2019		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? W6369-20-A043 - Infusion Pumps - Procurement Plan		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to / Limité à <input type="checkbox"/>	Restricted to / Limité à <input type="checkbox"/>	Restricted to / Limité à <input type="checkbox"/>
Specify country(ies) / Préciser le(s) pays :	Specify country(ies) / Préciser le(s) pays :	Specify country(ies) / Préciser le(s) pays :
7. c) Level of information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

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<b>PART A (continued) / PARTIE A (suite)</b>	
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? If Yes, indicate the level of sensitivity: Dans l'affirmative, indiquer le niveau de sensibilité :	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui
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? Short Title(s) of material / Titre(s) abrégé(s) du matériel : Document Number / Numéro du document :	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui
<b>PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)</b>	
10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis	
<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> SECRET SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL
	<input type="checkbox"/> NATO SECRET NATO SECRET
	<input type="checkbox"/> TOP SECRET TRÈS SECRET
	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
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?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui
<b>PART C - SAFEGUARDS (SUPPLIER) / PARTIE C : MESURES DE PROTECTION (FOURNISSEUR)</b>	
<b>INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS</b>	
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?	<input checked="" type="checkbox"/> No <input type="checkbox"/> 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?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui
<b>PRODUCTION</b>	
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?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui
<b>INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)</b>	
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?	<input checked="" type="checkbox"/> No <input type="checkbox"/> 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?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui

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

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

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

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

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

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

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

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