



RETURN BIDS TO :

Bid Receiving :

Correctional Service of Canada
Material Management Directory
250, Montée Saint-François
Laval (Québec) H7C 1S5
Telephone : 450-661-9550 extensions 3223-3210

REQUEST FOR PROPOSAL

Proposal to: Correctional Service Canada

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

Comments:

“THIS DOCUMENT DOES NOT CONTAIN A SECURITY REQUIREMENT”

Vendor/Firm Name and Address:

Telephone # : _____

Fax # : _____

Email : _____

GST # or SIN or P.B.N. # : _____

Title: Cable or Relay Television Services	
Solicitation No. : 21301-21-3372535	Date: February 20th, 2020
Client Reference No. 21301-21-3372535	
GETS Reference No. PW-20-00907726	
Solicitation Closes at : 2 p.m. EDT on : April 1st, 2020	
F.O.B. Plant: _____ Destination: <input checked="" type="checkbox"/> Other: _____	
Address Enquiries to: Véronique Fortin Regional Procurement Officer veronique.fortin@csc-scc.gc.ca	
Telephone No.: 450-661-9550, ext. 3302	Fax No.: 450-664-6626
Destination of Goods, Services and Construction: Port-Cartier Institution 1, rue de l'Aéroport Port-Cartier (Quebec), G5B 2W2	
Instructions: See Herein	
Delivery Required : See herein	Delivery Offered: Voir aux présentes
Name and title of person authorized to sign on behalf of Vendor/Firm	
Name	Title
Signature	Date
(Sign and return cover page with bid proposal)	



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PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with the requirement.

2. Statement of Work

The work to be performed is detailed under Annex A of the resulting contract.

3. Revision of Departmental Name

As this bid solicitation is issued by Correctional Service Canada (CSC), any reference to Public Works and Government Services Canada (PWGSC) or its Minister contained in full text or by reference in any term, condition or clause of this document, or any resulting contract, must be interpreted as a reference to CSC or its Minister.

4. 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 of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

5. Procurement Ombudsman

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent venue for Canadian bidders to raise complaints regarding the award of federal contracts under \$25,300 for goods and under \$101,100 for services. Should you have any issues or concerns regarding the award of a federal contract below these dollar amounts, contact OPO by e-mail at boa.opo@boa-opo.gc.ca, by telephone at 1-866-734-5169, or by web at www.opo-boa.gc.ca. For more information about OPO, including the available services, please visit the OPO website.



PART 2 - BIDDER INSTRUCTIONS

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

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

The 2003 (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: sixty (60) days
Insert: ninety (90) days

1.1 SACC Manual Clauses

A9068C (2010-01-11) Government Site Regulations

2. Submission of Bids

Bids must be submitted only to Correctional Service of Canada (CSC) by the date, time and place indicated on page 1 of the bid solicitation.

Due to the nature of the bid solicitation, bids transmitted by facsimile, email or epost Connect service to CSC will not be accepted.

3. Former Public Servants

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.

4. Enquiries – Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **five (5) business 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.

5. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Quebec.

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

1. Bid Preparation Instructions

CSC requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid: **one (1) hard copies** (*not applicable*)

Section II: Financial Bid: **one (1) hard copy**

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

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

Bidders are requested to submit their Financial Bid in an envelope separate from their technical proposal.

CSC requests that bidders follow the format instructions described below in the preparation of their bid:

- i. use 8.5 x 11 inch (216 x 279 mm) paper;
- ii. 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](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

- i. use 8.5 x 11 inch (216 x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- ii. 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, duo tangs or binders.

2. Section I: Technical Bid (*not applicable*)

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the work.

3. Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment detailed in Annex B - Proposed Basis of Payment. The total amount of Applicable Taxes must be shown separately.

See Annex B – Proposed Basis of Payment for the Pricing Schedule format.

3.1 Exchange Rate Fluctuation

SACC Manual clause C3011T (2013-11-06) Exchange Rate Fluctuation



4. Section III: Certifications

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



PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria *(not applicable)*

Proposals will be evaluated to determine if they meet all mandatory requirements outlined in **Annex D – Evaluation Criteria**. Proposals not meeting all mandatory criteria will be declared non-responsive and will be given no further consideration.

1.2 Financial Evaluation

Proposals containing a financial bid other than the one requested at **Article 3. Section II: Financial Bid** of **PART 3 – BID PREPARATION INSTRUCTIONS** will be declared non-compliant.

2. Basis of Selection

A bid must comply with all 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 AND ADDITIONAL INFORMATION

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

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

The Contracting Authority will have the right to ask for additional information to verify the Bidders' 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.

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 provided will render the bid non-responsive.

1.1 Integrity Provisions – Declaration of Convicted Offenses

- A) Subject to subsection B, by submitting a bid in response to this bid solicitation, the Bidder certifies that:
- i. it has read and understands the Ineligibility and Suspension Policy;
 - ii. it understands that certain domestic and foreign criminal charges and convictions, and other circumstances, as described in the Policy, will or may result in a determination of ineligibility or suspension under the Policy;
 - iii. it is aware that Canada may request additional information, certifications, and validations from the Bidder or a third party for purposes of making a determination of ineligibility or suspension;
 - iv. it has provided with its bid a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offenses in the Policy;
 - v. none of the domestic criminal offenses, and other circumstances, described in the Policy that will or may result in a determination of ineligibility or suspension, apply to it, its affiliates and proposed first tier subcontractors; and
 - vi. it is not aware of a determination of ineligibility or suspension issued by PWGSC that applies to it.
- B) Where a Bidder is unable to provide any of the certifications required by subsection A, it must submit with its bid the completed Integrity Declaration Form (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>). Bidders must submit this form to Correctional Service of Canada with their bid.



1.2 Integrity Provisions – Required documentation

List of names: all Bidders, regardless of their status under the Ineligibility and Suspension Policy, must submit the following information:

- i. Bidders that are corporate entities, including those bidding as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
- ii. Bidders bidding as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners; or
- iii. Bidders that are a partnership do not need to provide a list of names.

List of Names:

_____	_____
_____	_____
_____	_____
_____	_____

OR

- The Bidder is a partnership

During the evaluation of bids, the Bidder must, within 10 working days, inform the Contracting Authority in writing of any changes affecting the list of names submitted with the bid.

1.3 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](#) website (http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga = 1.229006812.1158694905.1413548969).

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.

1.4 Certification:

By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.



PART 6 - RESULTING CONTRACT CLAUSES

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

1. Institutional Access Requirements

- 1.1 NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be escorted at all times by Correctional Service Canada personnel or those authorized by CSC on its behalf. CSC has developed very stringent internal policies to ensure that the security of institutional operations is not compromised.
- 1.2 Contractor personnel must adhere to institutional requirements for the conduct of searches by Correctional Service Canada prior to admittance to the institution/site. Correctional Service Canada reserves the right to deny access to any institution/site or part thereof of any Contractor personnel, at any time.

2. Statement of Work

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

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

As this Contract is issued by Correctional Service Canada (CSC), any reference to Public Works and Government Services Canada (PWGSC) or its Minister contained in full text or by reference in any term, condition or clause of this document must be interpreted as a reference to CSC or its Minister.

3.1 General Conditions

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

3.2 Supplemental General Conditions

4005 (2012-07-16), Telecommunications Services and Products apply to and form part of the Contract.

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is from date of Contract to April 30th, 2022 inclusive.

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 three (3) 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 fifteen (15) 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.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: **Véronique Fortin**
Title: Regional Procurement Officer
Correctional Service Canada
Material Management Directory
Telephone: 450-661-9550, ext. 3302
Facsimile: 450-664-6626
E-mail address: veronique.fortin@csc-scc.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.

5.2 Project Authority *(to be completed at the award of the contract)*

The Project Authority for the Contract is:

Name: (XXX)
Title: (XXX)
Correctional Service Canada
Branch/Directorate: (XXX)
Telephone: (XXX)
Facsimile: (XXX)
E-mail address: (XXX)

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.

5.3 Contractor's Representative *(to complete)*

The Authorized Contractor's Representative is:

Name: _____
Title: _____
Company: _____
Address: _____

Telephone: _____ - _____ - _____
Facsimile: _____ - _____ - _____
E-mail address: _____



6. Payment

6.1 Basis of Payment

Payments will be made in accordance with the Annex B – Basis of payment.

6.2 Limitation of Price

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.

6.3 Advance Payment

Canada will pay the Contractor in advance for the Work 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.

6.4 SACC Manual Clauses

SACC Manual clause A9117C (2007-11-30), T1204 - Direct Request by Customer Department
SACC Manual clause C0710C (2007-11-30), Time and Contract Price Verification
SACC Manual clause C0705C (2010-01-11), Discretionary Audit

6.5 Travel and Living Expenses

There are no travel and living expenses associated with the Contract.

6.6 Direct Deposit Request

All new suppliers have to sign up for Direct Deposit to receive their payment. All “**IFMMS Supplier Record Requests / Revisions**” CSC / SCC 1400-03 (R-2014-06) form, must be sent to GEN-QUE307Fournisseurs@CSC-SCC.GC.CA.

7. Invoicing Instructions

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.

Invoices must be distributed as follows:

The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.



8. Certifications and Additional Information

8.1 Compliance

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

9. Applicable Laws

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

10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the Supplemental General Conditions 4005 (2012-07-16) Telecommunication Services and Products;
- (c) the General Conditions 2010C (2018-06-21), General Conditions – Services (Medium complexity);
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) the Contractor's bid dated _____ *(to be inserted at contract award)*

11. Termination on Thirty Days Notice

11.1 Canada reserves the right to terminate the Contract at any time in whole or in part by giving thirty (30) calendar days written notice to the Contractor.

11.2 In the event of such termination, Canada will only pay for costs incurred for services rendered and accepted by Canada up to the date of the termination. Despite any other provision of the Contract, there will be no other costs that will be paid to the Contractor as a result of the termination.

12. Insurance – Specific Requirements

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

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection. The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.



13. Ownership Control

Where the Contractor will have access to any and all personal and confidential information belonging to Canada, CSC staff or inmates for the performance of the work, the following will apply:

- (a) The Contractor warrants that it is not under ownership control of any non-resident entity (i.e. Individual, partnership, joint venture, corporation, limited liability company, parent company, affiliate or other).
- (b) The Contractor shall advise the Minister of any change in ownership control for the duration of the contract.
- (c) The Contractor acknowledges that the Minister has relied on this warranty in entering into this Contract and that, in the event of breach of such warranty, or in the event that the Contractor's ownership control becomes under a non-resident entity, the Minister shall have the right to treat this Contract as being in default and terminate the contract accordingly.
- (d) For the purposes of this clause, a non-resident entity is any individual, partnership, joint venture, corporation, limited liability company, parent company, affiliate or other residing outside of Canada.

14. Closure of Government Facilities

14.1 Contractor personnel are employees of the Contractor and are paid by the Contractor on the basis of services rendered. Where the Contractor or the Contractor's employees are providing services on government premises pursuant to this Contract and the said premises become non accessible due to evacuation or closure of government facilities, and consequently no Work is being performed as a result of the closure, Canada will not be liable for payment to the Contractor for the period of closure.

14.2 Contractors working at CSC sites should be aware that they may be faced with delay or refusal of entry to certain areas at certain times even if prior arrangements for access may have been made. Contractors are advised to call in advance of travel to ensure that planned access is still available.

15. Tuberculosis Testing

15.1 It is a condition of this contract that the Contractor or any employees of the Contractor who require entry into a Correctional Service of Canada Institution to fulfill the conditions of the contract may, at the sole discretion of the Warden, be required to provide proof of and results of a recent tuberculin test for the purpose of determining their TB infection status.

15.2 Failure to provide proof of and results of a tuberculin test may result in the termination of the contract.

15.3 All costs related to such testing will be at the sole expense of the Contractor.

16. Compliance with CSC Policies

16.1 The Contractor agrees that its officers, servants, agents and subcontractors will comply with all regulations and policies in force at the site where the work covered by this contract is to be performed.

16.2 Unless otherwise provided in the contract, the Contractor shall obtain all permits and hold all certificates and licenses required for the performance of the Work.



16.3 Details on existing CSC policies can be found at: www.csc-scc.gc.ca or any other CSC web page designated for such purpose.

17. Health and Labour Conditions

17.1 In this section, "Public Entity" means the municipal, provincial or federal government body authorized to enforce any laws concerning health and labour applicable to the performance of the Work or any part thereof.

17.2 The Contractor shall comply with all laws concerning health and labour conditions applicable to the performance of the Work or part thereof and shall also require compliance of same by all its subcontractors when applicable.

17.3 The Contractor upon any request for information or inspection dealing with the Work by an authorized representative of a Public Entity shall forthwith notify the Project Authority or Her Majesty.

17.4 Evidence of compliance with laws applicable to the performance of the Work or part thereof by either the Contractor or its subcontractor shall be furnished by the Contractor to the Project Authority or Her Majesty at such time as the Project Authority or Her Majesty may reasonably request."

18. Identification Protocol Responsibilities

The Contractor must ensure that the Contractor and each of its agents, representatives or subcontractors (referred to as Contractor Representatives for the purposes of this clause) comply with the following self-identification requirements:

18.1 During the performance of any Work at a Government of Canada site, the Contractor and each Contractor Representative must be clearly identified as such at all times;

18.2 During attendance at any meeting, the Contractor or Contractor Representatives must identify themselves as such to all meeting participants;

18.3 If the Contractor or a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify himself as the Contractor or an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under the e-mail account Properties. This identification protocol must also be used in all other correspondence, communication, and documentation; and

18.4 If Canada determines that the Contractor is not complying with any of the obligations stated in this article, Canada will advise the Contractor and request that the Contractor implement, without delay, appropriate corrective measures to eliminate recurrence of the problem.

19. 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 10 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, or by web at www.opo-boa.gc.ca.



20. 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 the administration of the 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, by telephone at 1-866-734-5169, or by web at www.opo-boa.gc.ca.

21. Privacy

21.1 The Contractor acknowledges that Canada is bound by the Privacy Act, R.S.C. 1985, c. P-21, with respect to the protection of personal information as defined in that Act. The Contractor shall keep private and confidential any such personal information collected, created or handled by the Contractor under the Contract, and shall not use, copy, disclose, dispose of or destroy such personal information except in accordance with this clause and the delivery provisions of the Contract.

21.2 All such personal information is the property of Canada, and the Contractor shall have no right in or to that information. The Contractor shall deliver to Canada all such personal information in whatever form, including all copies, drafts, working papers, notes, memoranda, reports, data in machine-readable format or otherwise, and documentation which have been made or obtained in relation to this Contract, upon the completion or termination of the Contract, or at such earlier time as the Minister may request. Upon delivery of the personal information to Canada, the Contractor shall have no right to retain that information in any form and shall ensure that no record of the personal information remains in the Contractor's possession.

22. 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.

23. Information Guide for Contractors

Prior to the commencement of any work, the Contractor certifies that its employees, or employees of its subcontractors, working under contract for CSC will complete the applicable Module(s) and retain the signed checklist(s) from the CSC "Information Guide for Contractors" website: www.bit.do/CSC-EN.

ANNEX A – Statement of Work

CSC wishes to obtain subscriber services of a cable or relay television service provider for cells and common rooms of the **Port-Cartier Institution**. The services include the equipment, installation, programming and maintenance of the cable or relay system providing access to a basis package and a minimum of ten (10) specialty channels chosen by the Inmate Committee.

All fees associated with this procurement are paid for entirely by the inmates (Inmate committee). This contract is of no cost for the Government.

1.1 Objectives

Provide cable or satellite television service to all cells and common rooms, on existing network at Port-Cartier Institution.

1.2 Tasks

The Contractor shall provide cable or satellite television service to the entire population of Port-Cartier institutions using the existing cabling network (coaxial). The distribution network is owned by CSC. CSC reserves the right to use its distribution network for its purposes and is responsible for not interfering upstream of the demarcation point between the contractor's service and its network.

The Contractor must ensure that no other type of communication service (voice, data) goes beyond the demarcation point.

The Contractor shall provide maintenance services in the event of a service interruption and guarantee a quality signal across our entire network.

The Contractor must accept the integration of the institution's internal television channels (inmate information channel and health information channel) into the inmate channel package.

The Contractor must accept the integration of FM signals into the distribution network.

The Contractor must accept that the total number of outlets authorized is limited to the use of cable television service by inmates in cells and common rooms. Additional outlets used for purposes other than cable television (TV channels) service provided upstream of the demarcation point by the contractor will not be counted.

Through an internal firm tasked with maintaining communications, CSC shall be responsible for conducting

Owing to our security constraints, the services must be delivered only in analogue mode and offered without individual terminals in cells and common rooms.

1.2.1 Installation

The Contractor shall install the cable or satellite system equipment in the existing network cabling inside the institution, cables, hardware, labour, or any technological means at their disposal, to retransmit the channel signals. The Contractor shall adapt its signal for the existing coaxial stranded infrastructures.

The Contractor may, at its own expense, install any equipment required for the television services to function in the necessary locations in the buildings.

CSC shall provide the Contractor with the necessary space free of charge, if applicable, to install this equipment inside and outside of the buildings. Given CSC's security constraints and obligations, these installations will be subject to prior approval from CSC. In the event of

cancellation of the contract, CSC shall return the equipment belonging to the Contractor to its technician.

If the institution wishes to carry out work on the buildings that could affect the equipment installed by the Contractor, the institution shall inform the Contractor within 5 working days prior to beginning of work. In case of emergency, the institution reserves the right to start work immediately without prior notice to the contractor

If CSC is carrying out work that requires changing or moving the Contractor's equipment, said work shall be carried out by the Contractor at CSC's expense. The Contractor must first provide a cost estimate of the planned work and obtain prior written approval from CSC before proceeding. Upon receipt of an invoice to this effect, CSC shall pay the costs arising from this work.

The Contractor shall indemnify and save harmless CSC for any damage caused to the buildings arising from fault or negligence on the part of the Contractor, its employees, authorized representatives or officers in carrying out their tasks.

CSC shall indemnify and save harmless the Contractor for any damage caused to its equipment installed in the buildings and for any other loss attributable to the fault or negligence of inmates.

No terminal must be accessible by inmates – no terminal in cells or in the common rooms.

1.2.2 Repair and maintenance

Within 24 hours following interruption of television signal reception, the Contractor must perform all the necessary repairs at its own expense to restore the reception. The Contractor shall perform the maintenance only up to the main line.

Through an internal firm tasked with maintaining communications, CSC shall be responsible for conducting checks on the signal quality, the state of connectors and, as required, the maintenance on outlets in the cells.

Should a service interruption occur outside of working hours, the company must be able to travel and restore the signal at its expense within 24 hours following interruption of the television signal reception, including on statutory holidays and weekends.

1.2.3 Access to the institution

The institution shall authorize and grant the Contractor or its representatives access to CSC premises for the installation, maintenance, repair, checking, replacement or removal of its equipment.

Access to the institution for any of the reasons cited above shall be granted by SCC.

1.3 Deliverables

The Contractor is not allowed to use wireless equipment in the buildings. The Contractor must provide the distribution of television signals according to the number of outlets of the identified Institution for the basic package and for a minimum of ten (10) speciality channels chosen by the Inmate Committee.

1.4 Place of work

The Contractor must perform the work at the following Institution:

**Port-Cartier, Institution
1 chemin de l'aéroport
Port-Cartier, QC
G5B 2W2**

ANNEX B – PROPOSED BASIS OF PAYMENT

1.0 Contract Period

Note that one contract will be awarded by Institution.

The Contractor will be paid in accordance with the **Basis of Payment which is presented in an Excel file named “Annex B – Basis of Payment EN”**, for Work performed pursuant to this Contract. You must complete, sign and return this Basis of Payment for Port-Cartier Institution, annexed with your quotation.

The monthly costs for active outlets shall be payable by CSC through the inmate committee by Port-Cartier Institution.

In the event of payment default by the Institution's Inmate Committee, the contract shall be terminated, and service interrupted.

The choice of the speciality channels may be adjusted annually on the contract anniversary date. Any adjustments shall require prior written agreement between CSC and Institution's Inmate Committee of Port-Cartier institution.

The bidder shall provide a rate for each specified deliverable item. If the bidder does not plan to be paid for particular item, the must indicate that there is no cost for this item. The inmate committee makes its choice of channels based on the costing provided. This choice of channels will make up the all-inclusive firm payment basis under this contract, HST/GST extra.

2.0 Options to Extend the Contract Period:

The basis of costs for the Contract Period extension options are **presented in an Excel file named “Annex B – Basis of Payment EN”**.

3.0 HST / GST

All prices and amounts of money in the contract are exclusive of Goods and Services Tax (GST) / Harmonized Sales Tax (HST), as applicable, unless otherwise indicated. The GST / HST, is extra to the price herein and will be paid by Canada.

ANNEX C – Insurance Requirements

The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.

The Commercial General Liability policy must include the following:

- a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
- b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
- c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
- d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
- e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- g. Employees and, if applicable, Volunteers must be included as Additional Insured.
- h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- j. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
- k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- m. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

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

For other provinces and territories, send to:

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

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

ANNEX D Evaluation Criteria *(not applicable)*

1.0 Technical Evaluation:

1.1 The following elements of the proposal will be evaluated and scored in accordance with the following evaluation criteria.

- Mandatory Technical Criteria

It is **imperative** that the proposal **address each of these criteria** to demonstrate that the requirements are met.

1.2 LISTING EXPERIENCE WITHOUT PROVIDING ANY SUBSTANTIATING DATA TO SUPPORT WHERE, WHEN AND HOW SUCH EXPERIENCE WAS OBTAINED WILL RESULT IN THE STATED EXPERIENCE NOT BEING CONSIDERED FOR EVALUATION PURPOSES.

1.3 All experience must be strictly work-related. Time spent during education and/or training will not be considered, unless otherwise indicated.

1.4 Experience must be demonstrated through a history of past projects, either completed or on-going.

1.5 References must be provided for each project/employment experience.

- I. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a Public Servant**, the reference must be a Public Servant who had a supervisory role over the proposed resource during the stated employment.
- II. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a consultant**, the reference must be the Public Servant who was identified as the Project Authority of the project on which the proposed resource acquired the experience.
- III. References must be presented in this format:
 - a. Name;
 - b. Organization;
 - c. Current Phone Number; and
 - d. Email address if available

1.6 Response Format

- I. In order to facilitate evaluation of proposals, it is recommended that bidders' proposals address the mandatory criteria in the order in which they appear in the Evaluation Criteria and using the numbering outlined.
- II. Bidders are also advised that the month(s) of experience listed for a project or experience whose timeframe overlaps that of another referenced project or experience will only be counted once. For example: Project 1 timeframe is July 2001 to December 2001; Project 2 timeframe is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.
- III. For any requirements that specify a particular time period (e.g., 2 years) of work experience, CSC will disregard any information about experience if the technical bid does

not include the required month and year for the start date and end date of the experience claimed.

- IV. CSC will also only evaluate the duration that the resource actually worked on a project or projects (from the start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.

ANNEX E – Request to Access a Federal Institution

(See attached PDF document)
« REQUEST TO ACCESS A FEDERAL INSTITUTION »

ANNEX B - BASIS OF PAYMENTS

Port-Cartier Institution

Correctional Service of Canada - Sollicitation N° : 21301-20-3372535

The bidder must provide a rate for each specified deliverable item. If the bidder does not plan to be paid for a particular item, they must indicate that there is no cost for this item.

In the event that a channel modification is requested for a channel that could not have been foreseen in the tender, the Correctional Service of Canada will negotiate a rate with the supplier for the addition of the channel on the basis of payments.

TABLE 1A - TWO (2) YEARS FIRM (24 months)					TABLE 1B - Option 1- ONE (1) YEAR (12 months)			TABLE 1C - Option 2- ONE (1) YEAR (12 months)			TABLE 1D - Option 3- ONE (1) YEAR (12 months)		
From May 1st, 2020 to April 30th, 2022					From May 1st, 2022 to April 30th, 2023			From May 1st, 2023 to April 30th, 2024			From May 1st, 2024 to April 30th, 2025		
Channels	Number of outlets	Monthly rate per outlet	Total per month	Total 24 months	Monthly rate per outlet	Total per month	Total 12 months	Monthly rate per outlet	Total per month	Total 12 months	Monthly rate per outlet	Total per month	Total 12 months
		(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)
BASIS PACKAGE (THESE CHANNELS MUST BE INCLUDED MINIMALLY.)													
AMI Télé	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
AMI TV	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
APTN	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Assemblée nationale	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Canal D	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Canal Vie	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CBC (CBMT)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CBC News Network	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
City TV Montreal	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CPAC français	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CPAC anglais	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CTV (CFCF-12)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Global (CKMI)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
ICI Radio-Canada Télé (CBFT)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
ICI Television	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
LCN	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
MétéoMédia	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
RDS	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Savoir média	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Télé-Québec	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
TVA (CFTM)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
TV5	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Unis TV	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
V	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
SPECIALITY CHANNELS (SPECIFY WHEN THERE ARE GROUPED SPECIALTY CHANNELS.)													
A&E Television Network	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
ABC Burlington (WVNY)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
ABC Spark	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Action	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
AddikTV	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
AMC	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Animal Planet	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$

ANNEX B - BASIS OF PAYMENTS

Port-Cartier Institution

Correctional Service of Canada - Sollicitation N° : 21301-20-3372535

The bidder must provide a rate for each specified deliverable item. If the bidder does not plan to be paid for a particular item, they must indicate that there is no cost for this item.

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		(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)
Baby TV	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
BBC Canada	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
BBC Earth	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
BBC Worldnews	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Black Entertainment Channel (BET)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CASA	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CBS Burlington	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Cinépop	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Cooking Channel Canada	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Cottage Life	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Country Music Television (CMT)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Crave 1-2 et 4	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Crime + Investigation	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CTV Comedy	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CTV Drama (Bravo)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CTV Life	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CTV News Channel	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CTV Sci-fi (Space)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
CTV Two	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Déjà View	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Discovery Channel	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Discovery Science	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Discovery Velocity	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Disney Channel	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Disney Junior	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Disney XD	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Disney, la chaîne	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
DIY Network	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Documentary	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Dtour	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
E!	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
ELLE Fictions	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Évasion	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$

ANNEX B - BASIS OF PAYMENTS

Port-Cartier Institution

Correctional Service of Canada - Sollicitation N° : 21301-20-3372535

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		(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)
Family	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Family Jr	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Fashion Television Channel	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Food Network Canada	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
FOX Burlington (WFFF)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
FOX Life	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
FOX News	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
FOX Sports Racing	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Frissons TV	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
FX	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
FXX	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
FYI	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Game Show Network (GSN)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Golf Channel	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
HBO	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Historia	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
History Television	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
HLN	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Home & Garden Television	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
ICI ARTV	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
ICI Explora	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
ICI RDI	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Investigation	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Investigation Discovery	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Lifetime	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Love Nature	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Max	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Moi&Cie	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Movie Time	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
MSNBC	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
MTV Canada	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
MTV 2	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
MuchMusic	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$

ANNEX B - BASIS OF PAYMENTS

Port-Cartier Institution

Correctional Service of Canada - Sollicitation N° : 21301-20-3372535

The bidder must provide a rate for each specified deliverable item. If the bidder does not plan to be paid for a particular item, they must indicate that there is no cost for this item.

In the event that a channel modification is requested for a channel that could not have been foreseen in the tender, the Correctional Service of Canada will negotiate a rate with the supplier for the addition of the channel on the basis of payments.

TABLE 1A - TWO (2) YEARS FIRM (24 months)					TABLE 1B - Option 1- ONE (1) YEAR (12 months)			TABLE 1C - Option 2- ONE (1) YEAR (12 months)			TABLE 1D - Option 3- ONE (1) YEAR (12 months)		
From May 1st, 2020 to April 30th, 2022					From May 1st, 2022 to April 30th, 2023			From May 1st, 2023 to April 30th, 2024			From May 1st, 2024 to April 30th, 2025		
Channels	Number of outlets	Monthly rate per outlet	Total per month	Total 24 months	Monthly rate per outlet	Total per month	Total 12 months	Monthly rate per outlet	Total per month	Total 12 months	Monthly rate per outlet	Total per month	Total 12 months
		(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)
Nat Geo Wild	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
National Geographic Channel	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
NBA TV Canada	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
NBC Plattsburgh (WPTZ)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
NFL Network	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Nick (Nickelodeon Canada)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
OLN	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
OUT TV	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
OWN	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Paramount	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
PBS Plattsburgh (WCFE)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Planète +	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Prise 2	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
RDS INFO	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
RDS 2	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Séries +	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Silver Screen Classics	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Showcase	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Slice	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Sportsman Canada	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Sportsnet 360	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Sportsnet One	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Super Écran 1, 2 et 4	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Starz 1	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Starz 2	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
T+E	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Télémagino	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Télétoon (a)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Teletoon (f)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
TFO	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
The Learning Channel (TLC)	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
The Sports Network (TSN) 1	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
The Sports Network (TSN) 2	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$

ANNEX B - BASIS OF PAYMENTS

Port-Cartier Institution

Correctional Service of Canada - Solicitation N° : 21301-20-3372535

The bidder must provide a rate for each specified deliverable item. If the bidder does not plan to be paid for a particular item, they must indicate that there is no cost for this item.

In the event that a channel modification is requested for a channel that could not have been foreseen in the tender, the Correctional Service of Canada will negotiate a rate with the supplier for the addition of the channel on the basis of payments.

TABLE 1A - TWO (2) YEARS FIRM (24 months)					TABLE 1B - Option 1- ONE (1) YEAR (12 months)			TABLE 1C - Option 2- ONE (1) YEAR (12 months)			TABLE 1D - Option 3- ONE (1) YEAR (12 months)		
From May 1st, 2020 to April 30th, 2022					From May 1st, 2022 to April 30th, 2023			From May 1st, 2023 to April 30th, 2024			From May 1st, 2024 to April 30th, 2025		
Channels	Number of outlets	Monthly rate per outlet	Total per month	Total 24 months	Monthly rate per outlet	Total per month	Total 12 months	Monthly rate per outlet	Total per month	Total 12 months	Monthly rate per outlet	Total per month	Total 12 months
		(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)	(GST/HST extra)
The Sports Network (TSN) 3	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
The Sports Network (TSN) 4	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
The Sports Network (TSN) 5	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
The Weather Network	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Treehouse	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
TVA Sports 1	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
TVA Sports 2	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Vrak.TV	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
W Network	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
WGN-TV	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Wild Pursuit Network	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Yoopa	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
YTV	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Z	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
Zeste	274		- \$	- \$		- \$	- \$		- \$	- \$		- \$	- \$
TOTAL :			- \$	- \$	TOTAL:	- \$	- \$	TOTAL:	- \$	- \$	TOTAL:	- \$	- \$
Port-Cartier Institution												Grand total	- \$

REQUEST FOR PROPOSAL

Name and title of the person authorized to sign on behalf of the Vendor/Firm

Bid to: Correctional Service of Canada

Corporate name and address of the Vendor/Firm

Name Title

Signature Date



Request to access a federal institution

PERSONAL INFORMATION

Surname: _____ Full name: _____

Date of birth (YY-MM-DD): _____ Sex: M F

Height: _____ Weight: _____ Eye color: _____ Hair color: _____

Street: _____ City: _____

Province: _____ Postal code: _____

Tel. Number: Home: (____) _____ Cellular: (____) _____

GENERAL INFORMATION

Have you ever been found guilty of a criminal offence or do you have any pending charges?

No Yes If so, which? _____

Do you know personally anyone incarcerated in a federal or provincial institution?

No Yes If so, what is the name? _____

Are you registered as an inmate's visitor or have you ever visited an inmate?

No Yes If so, what is the name? _____

Have you made a similar request for access in the last two years?

No Yes If so, for which institution? _____

What is the reason for your request to access a federal institution? _____

Name of your employer / educational institution? _____

Name of the employee responsible for the visit: _____

Privacy act statement

Personal information about you is collected under the authority of the *Corrections and Conditional Release Act* in order to authorize your access to a federal institution. This information is collected, with no obligation on your part, and held in the Security Clearance System (SCS); however, if you refuse to comply with any security verifications, your access privileges will be refused. The information that you provide cannot be disclosed to other persons without your consent, EXCEPT where disclosure would be justified pursuant to one of the paragraphs of subsection 8(2) of the Privacy Act. **Access may be denied for submitting false information. The institution reserves the right to refuse access to the applicant before, upon arrival or during the visit.**

I hereby authorize the Correctional Service of Canada to conduct any investigation it deems necessary to allow my access to their institution. I agree that the Correctional Service of Canada cannot be held accountable for any harm suffered in the course of my activities unless this harm is directly attributable to the negligence of one or more employees of the Service.

Applicant signature: _____ Date: _____

Signature of employee responsible for the visit: _____ Date: _____



RESERVED FOR THE PREVENTIVE SECURITY DEPARTMENT

Institution: _____

Access to the institution granted: No Yes

Name of Security intelligence officer: _____ Date: _____