

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

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

800 Burrard Street, Room 219

800, rue Burrard, pièce 219

Vancouver

British Columbia

V6Z 0B9

Bid Fax: (604) 775-9381

Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

Vendor/Firm Name and Address**Raison sociale et adresse du fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services Canada - Pacific Region

800 Burrard Street, Room 219

800, rue Burrard, pièce 219

Vancouver

British C

V6Z 0B9

Title - Sujet Electrical Repairs & Maintenance	
Solicitation No. - N° de l'invitation W6862-200078/A	Date 2020-05-12
Client Reference No. - N° de référence du client W6862-200078	GETS Ref. No. - N° de réf. de SEAG PW-\$PWY-036-8775
File No. - N° de dossier PWY-9-42229 (036)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-06-26	Time Zone Fuseau horaire Pacific Daylight Saving Time PDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Martin (PWY), Delia	Buyer Id - Id de l'acheteur pwy036
Telephone No. - N° de téléphone (778)707-2139 ()	FAX No. - N° de FAX (604)775-6633
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DND - CFB Comox - Lazo, BC	
Security - Sécurité This request for a Standing Offer includes provisions for security. Cette Demande d'offre à commandes comprend des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address	
Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone	
Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print)	
Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

REQUEST FOR STANDING OFFER (RFSO)

This RFSO is for call-ups below \$100,000
No contract security is asked for.

Electrical Trades Overhead & Underground
Comox, Quadra, Seal Bay and Holberg, BC

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

IMPORTANT NOTICE TO OFFERORS

Due to the impacts of the COVID-19 pandemic and to encourage physical distancing, the bid receiving unit in Vancouver will remain open but with limited staff and limited hours: Tuesdays, Thursdays and Fridays only, from 10:30 am to 2:30 pm (Pacific Daylight Time).

Public tender openings will be suspended until further notice. Following solicitation closing, bid results will be recorded and may be obtained by e-mailing a request to the address indicated in the Invitation to Tender.

Please monitor Buyandsell.gc.ca closely as changes to bid closing dates may be necessary.

PROMPT PAYMENT IN THE CONSTRUCTION INDUSTRY

Prompt Payment Principles

Public Services and Procurement Canada advocates that construction-related payments should follow these three principles:

- **Promptness:** The department will review and process invoices promptly. If disputes arise, Public Services and Procurement Canada will pay for items not in dispute, while working to resolve the disputed amount quickly and fairly
- **Transparency:** The department will make construction payment information such as payment dates, company names, contract and project numbers, publicly available; likewise, contractors are expected to share this information with their lower tiers
- **Shared responsibility:** Payers and payees are responsible for fulfilling their contract terms including their obligations to make and receive payment, and to adhere to industry best practices

For more information: <http://www.tpsgc-pwgsc.gc.ca/biens-property/divulgarion-disclosure/psdic-ppci-eng.html>

PWGSC UPDATE ON ASBESTOS USE

Effective April 1, 2016, all Public Works and Government Services Canada (PWGSC) contracts for new construction and major rehabilitation will prohibit the use of asbestos-containing materials. Further information can be found at <https://www.tpsgc-pwgsc.gc.ca/biens-property/ami-asb/amiante-asbestos-eng.html>

ANTICIPATED MIGRATION TO AN E-PROCUREMENT SOLUTION (EPS)

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Standing Offer that is issued under this solicitation, refer to SC06 Transition to an e-Procurement Solution (EPS).

ENQUIRIES:

Delia Martin, Supply Specialist
Phone: 778-707-2139
Email: delia.martin@pwgsc.gc.ca

TABLE OF CONTENTS

GENERAL INSTRUCTIONS to OFFERORS - CONSTRUCTION SERVICES (GI)

- GI01 Integrity Provisions - Offer
- GI02 Completion of Offer
- GI03 Identity or Legal Capacity of the Offeror
- GI04 Applicable Taxes
- GI05 Submission of Offer
- GI06 Revision of Offer
- GI07 Rejection of Offer
- GI08 Offer Costs
- GI09 Procurement Business Number
- GI10 Compliance with Applicable Laws
- GI11 Performance Evaluation
- GI12 Conflict of Interest-Unfair Advantage
- GI13 Code of Conduct for Procurement – Offer

SPECIAL INSTRUCTIONS TO OFFERORS (SI)

- SI01 Introduction
- SI02 Offer documents
- SI03 Enquiries during the Solicitation Period
- SI04 Quantity
- SI05 PWGSC obligations
- SI06 Site Visit
- SI07 Revision of Offer
- SI08 Offer Validity Period
- SI09 Industrial Security Related Requirement
- SI10 British Columbia Provincial Sales Tax Act - Real Property Contractors
- SI11 Web Sites

CALL-UPS CLAUSES OR RESULTING CONTRACT DOCUMENTS (CD)

STANDING OFFER PARTICULARS (SOP)

- SOP01 General
- SOP02 Period of the Standing Offer
- SOP03 Call-Up Limitation
- SOP04 Call-Up Procedure
- SOP05 Standing Offer Responsible

SUPPLEMENTARY CONDITIONS (SC)

- SC01 Industrial Security Related Requirements, Documents Safeguarding
- SC02 Insurance Terms
- SC03 Transition to an e-Procurement Solution (EPS)

APPENDIX 1 MANDATORY REQUIREMENTS

APPENDIX 2 OFFER PROPOSAL FORM

APPENDIX 3 INTEGRITY PROVISIONS

APPENDIX 4 STATEMENT OF WORK

APPENDIX 5 PERIODIC REPORTS

APPENDIX 6 VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES

ANNEX A SECURITY REQUIREMENT CHECK LIST (SRCL)

ANNEX B CERTIFICATE OF INSURANCE

ANNEX C VOLUNTARY REPORTS FOR APPRENTICES EMPLOYED DURING THE CONTRACT

GENERAL INSTRUCTIONS TO OFFERORS – CONSTRUCTION SERVICES (GI)

GI01 (2016-04-04) Integrity provisions—Offer

1. The *Ineligibility and Suspension Policy* (the “Policy”) in effect on the date the offer solicitation is issued, and all related Directives in effect on that date, are incorporated by reference into, and form a binding part of the offer solicitation. The Offeror must comply with the Policy and Directives, which can be found at [Ineligibility and Suspension Policy](#).
2. Under the Policy, charges and convictions of certain offences against a Offeror, its affiliates or first tier subcontractors, and other circumstances, will or may result in a determination by Public Works and Government Services Canada (PWGSC) that the Offeror is ineligible to enter, or is suspended from entering into a contract with Canada. The list of ineligible and suspended Suppliers is contained in PWGSC’s Integrity Database. The Policy describes how enquiries can be made regarding the ineligibility or suspension of Suppliers.
3. In addition to all other information required in the offer solicitation, the Offeror must provide the following:
 - a. by the time stated in the Policy, all information required by the Policy described under the heading “Information to be Provided when Offering, Contracting or Entering into a Real Property Agreement”; and
 - b. with its offer, 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 offences in the Policy. The list of foreign criminal charges and convictions must be submitted using an Integrity Declaration Form, which can be found at [Declaration form for procurement](#).
4. Subject to subsection 5, by submitting an offer in response to this offer solicitation, the Offeror certifies that:
 - a. it has read and understands the [Ineligibility and Suspension Policy](#);
 - b. 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;
 - c. it is aware that Canada may request additional information, certifications, and validations from the Offeror or a third party for purposes of making a determination of ineligibility or suspension;
 - d. it has provided with its offer 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 offences in the Policy;
 - e. none of the domestic criminal offences, 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 its proposed first tier subcontractors; and
 - f. it is not aware of a determination of ineligibility or suspension issued by PWGSC that applies to it.
5. Where an Offeror is unable to provide any of the certifications required by subsection 4, it must submit with its offer a completed Integrity Declaration Form, which can be found at [Declaration form for procurement](#).
6. Canada will declare non-responsive any offer in respect of which the information requested is incomplete or inaccurate, or in respect of which the information contained in a certification or declaration is found by Canada to be false or misleading in any respect. If Canada establishes after award of the Contract that the Offeror provided a false or misleading certification or declaration, Canada may terminate the Contract for default. Pursuant to the Policy, Canada may also determine the Offeror to be ineligible for award of a contract for providing a false or misleading certification or declaration.

GI02 (2014-03-01) Completion of offer

1. The offer shall be
 - a. submitted on the Offer and Acceptance Form provided through the Government Electronic Tendering Service (GETS) or on a clear and legible reproduced copy of such Offer and Acceptance Form that must be identical in content and format to the Offer and Acceptance Form provided through GETS;
 - b. based on the Offer Documents listed in the Special Instructions to Offerors;
 - c. correctly completed in all respects;
 - d. signed by a duly authorized representative of the Offeror; and
 - e. accompanied by
 - i. any other document or documents specified elsewhere in the solicitation where it is stipulated that said documents are to accompany the offer.
2. Subject to paragraph 6) of GI11, any alteration to the pre-printed or pre-typed sections of the Offer and Acceptance Form, or any condition or qualification placed upon the offer may be cause for disqualification. Alterations, corrections, changes or erasures made to statements or figures entered on the Offer and Acceptance Form by the Offeror shall be initialed by the person or persons signing the offer. Alterations, corrections, changes or erasures that are not initialed shall be deemed void and without effect.
3. Unless otherwise noted elsewhere in the Offer Documents, facsimile copies of offers are not acceptable.
4. Canada will make available Notices of Proposed Procurement (NPP), offer solicitations and related documents for download through the Government Electronic Tendering Service (GETS). Canada is not responsible and will not assume any liabilities whatsoever for the information found on websites of third parties. In the event an NPP, offer solicitation or related documentation would be amended, Canada will not be sending notifications. Canada will post all amendments, including significant enquiries received and their replies, using GETS. It is the sole responsibility of the Offeror to regularly consult GETS for the most up-to-date information. Canada will not be liable for any oversight on the Offeror's part nor for notification services offered by a third party.

GI03 (2015-02-25) Identity or legal capacity of the Offeror

In order to confirm the authority of the person or persons signing the offer or to establish the legal capacity under which the Offeror proposes to enter into Contract, any Offeror who carries on business in other than its own personal name shall, if requested by Canada, provide satisfactory proof of

- a. such signing authority; and
- b. the legal capacity under which it carries on business;

prior to contract award. Proof of signing authority may be in the form of a certified copy of a resolution naming the signatory(ies) that is (are) authorized to sign this offer on behalf of the corporation or partnership. Proof of legal capacity may be in the form of a copy of the articles of incorporation or the registration of the business name of a sole proprietor or partnership.

GI04 (2015-02-25) Applicable Taxes

"Applicable Taxes" means the Goods and Services Tax (GST), the Harmonized Sales Tax (HST), and any provincial tax, by law, payable by Canada such as, the Quebec Sales Tax (QST) as of April 1, 2013.

GI05 (2014-03-01) Submission of offer

1. The Offer and Acceptance Form, duly completed, shall be enclosed and sealed in an envelope provided by the Offeror, and shall be addressed and submitted to the office designated on the Front Page "Invitation to Tender" for the receipt of offers. The offer must be received on or before the date and time set for solicitation closing.

2. Unless otherwise specified in the Special Instructions to Offerors
 - a. the offer shall be in Canadian currency;
 - b. the requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All offers including such provision will render the offer non-responsive.
3. Prior to submitting the offer, the Offeror shall ensure that the following information is clearly printed or typed on the face of the offer envelope:
 - a. Solicitation Number;
 - b. Name of Offeror;
 - c. Return address; and
 - d. Closing Date and Time.
4. Timely and correct delivery of offers is the sole responsibility of the Offeror.

GI06 (2010-01-11) Revision of offer

1. An offer submitted in accordance with these instructions may be revised by letter or facsimile provided the revision is received at the office designated for the receipt of offers, on or before the date and time set for the closing of the solicitation. The letter or facsimile shall be on the Offeror's letterhead or bear a signature that identifies the Offeror.
2. A revision to an offer that includes unit prices must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.
3. A letter or facsimile submitted to confirm an earlier revision should be clearly identified as a confirmation.
4. Failure to comply with any of the above provisions may result in the rejection of the non-compliant revision(s) only. The offer shall be evaluated based on the original offer submitted and all other compliant revision(s).

GI07 (2014-09-25) Rejection of offer

1. Canada may accept any offer, whether it is the lowest or not, or may reject any or all offers.
2. Without limiting the generality of paragraph 1) of GI11, Canada may reject an offer if any of the following circumstances is present:
 - a. the Offeror's offering privileges are suspended or are in the process of being suspended;
 - b. the offering privileges of any employee or subcontractor included as part of the offer are suspended or are in the process of being suspended, which suspension or pending suspension would render that employee or subcontractor ineligible to offer on the Work, or the portion of the Work the employee or subcontractor is to perform;
 - c. the Offeror is bankrupt, or where for whatever reason, its activities are rendered inoperable for an extended period;
 - d. evidence, satisfactory to Canada, of fraud, bribery, fraudulent misrepresentation or failure to comply with any law protecting individuals against any manner of discrimination, has been received with respect to the Offeror, any of its employees or any subcontractor included as part of its offer;
 - e. evidence satisfactory to Canada that based on past conduct or behavior, the Offeror, a sub-contractor or a person who is to perform the Work is unsuitable or has conducted himself/herself improperly;
 - f. with respect to current or prior transactions with Canada
 - i. Canada has exercised, or intends to exercise, the contractual remedy of taking the work out of the Offeror's hands with respect to a contract with the Offeror, any of its employees or any subcontractor included as part of its offer; or
 - ii. Canada determines that the Offeror's performance on other contracts is sufficiently poor to jeopardize the successful completion of the requirement being offer on.

3. In assessing the Offeror's performance on other contracts pursuant to subparagraph 2)(f)(ii) of GI11, Canada may consider, but not be limited to, such matters as:
 - a. the quality of workmanship in performing the Work;
 - b. the timeliness of completion of the Work;
 - c. the overall management of the Work and its effect on the level of effort demanded of the department and its representative; and
 - d. the completeness and effectiveness of the Offeror's safety program during the performance of the Work.
4. Without limiting the generality of paragraphs 1), 2) and 3) of GI11, Canada may reject any offer based on a unfavorable assessment of the;
 - a. adequacy of the offer price to permit the work to be carried out and, in the case of a offer providing prices per unit, whether each such price reasonably reflects the cost of performing the part of the work to which that price applies;
 - b. Offeror's ability to provide the necessary management structure, skilled personnel, experience and equipment to perform competently the work under the Contract; and
 - c. Offeror's performance on other contracts.
5. Where Canada intends to reject an offer pursuant to a provision of paragraphs 1), 2), 3) or 4) of GI11, other than subparagraph 2)(a) of GI11, the contracting Authority will inform the Offeror and provide the Offeror ten (10) days within which to make representations, before making a final decision on the offer rejection.
6. Canada may waive informalities and minor irregularities in offers received if Canada determines that the variation of the offer from the exact requirements set out in the Offer Documents can be corrected or waived without being prejudicial to other Offerors.

GI08 (2015-02-25) Offer costs

No payment will be made for costs incurred in the preparation and submission of an offer in response to the offer solicitation. Costs associated with preparing and submitting an offer, as well as any costs incurred by the Offeror associated with the evaluation of the offer, are the sole responsibility of the Offeror.

GI09 (2019-05-30) Procurement Business Number

Bidders are required to have a Procurement Business Number (PBN) before Contract award. Bidders may register for a PBN in the Supplier Registration Information system on Web site: <https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/register-as-a-supplier> . For non-Internet registration, Bidders may contact the nearest Supplier Registration Agent.

GI10 (2013-04-25) Compliance with applicable laws

1. By submission of an offer, the Offeror certifies that the Offeror has the legal capacity to enter into a contract and is in possession of all valid licenses, permits, registrations, certificates, declarations, filings, or other authorizations necessary to comply with all federal, provincial and municipal laws and regulations applicable to the submission of the offer and entry into any ensuing contract for the performance of the work.
2. For the purpose of validating the certification in paragraph 1) of GI14, a Offeror shall, if requested, provide a copy of every valid license, permit, registration, certificate, declaration, filing or other authorization listed in the request, and shall provide such documentation within the time limit(s) set out in the request.
3. Failure to comply with the requirements of paragraph 2) of GI14 shall result in disqualification of the offer.

GI11 (2010-01-11) Performance evaluation

1. Offerors shall take note that the performance of the Offeror during and upon completion of the work shall be evaluated by Canada. The evaluation shall be based on the quality of workmanship; timeliness of completion of the work; project management, contract management and management of health and safety. Should the Offeror's performance be considered unsatisfactory, the Offeror's offering privileges on future work may be suspended indefinitely.
2. The form [PWGSC-TPSGC 2913](#), SELECT - Contractor Performance Evaluation Report Form, is used to record the performance.

GI12 (2011-05-16) Conflict of interest—unfair advantage

1. In order to protect the integrity of the procurement process, Offerors are advised that Canada may reject an offer in the following circumstances:
 - a. if the Offeror, any of its subcontractors, any of their respective employees or former employees was involved in any manner in the preparation of the offer solicitation or in any situation of conflict of interest or appearance of conflict of interest;
 - b. if the Offeror, any of its subcontractors, any of their respective employees or former employees had access to information related to the offer solicitation that was not available to other Offerors and that would, in Canada's opinion, give or appear to give the Offeror an unfair advantage.
2. The experience acquired by a Offeror who is providing or has provided the goods and services described in the offer solicitation (or similar goods or services) will not, in itself, be considered by Canada as conferring an unfair advantage or creating a conflict of interest. This Offeror remains however subject to the criteria established above.
3. Where Canada intends to reject an offer under this section, the Contracting Authority will inform the Offeror and provide the Offeror an opportunity to make representations before making a final decision. Offerors who are in doubt about a particular situation should contact the Contracting Authority before offer closing. By submitting an offer, the Offeror represents that it does not consider itself to be in conflict of interest nor to have an unfair advantage. The Offeror acknowledges that it is within Canada's sole discretion to determine whether a conflict of interest, unfair advantage or an appearance of conflict of interest or unfair advantage exists.

GI13 (2016-04-04) Code of Conduct for Procurement—offer

The [Code of Conduct for Procurement](#) provides that Offerors must respond to offer solicitations in an honest, fair and comprehensive manner, accurately reflect their capacity to satisfy the requirements set out in the offer solicitation and resulting contract, submit offers and enter into contracts only if they will fulfill all obligations of the Contract. By submitting an offer, the Offeror is certifying that it is complying with the *Code of Conduct for Procurement*. Failure to comply with the *Code of Conduct for Procurement* may render the offer non-responsive.

SPECIAL INSTRUCTIONS TO OFFEROR'S (SI)

SI01 INTRODUCTION

1. Public Works and Government Services Canada (PWGSC) is inviting Offerors to submit proposals for Standing Offers. The selected offerors shall provide a range of services as identified in the Statement of Work section of this document.
2. It is PWGSC's intention to authorize one up to one (1) Standing Offer for a period of three (3) years. The total dollar value of the Standing Offer is estimated to be \$236,250.00 (GST or HST included). Individual call-ups will vary up to a maximum of \$60,000.00 (GST or HST included). Offerors should note that there is no guarantee that the full or any amount of the Standing Offers will be called-up; PWGSC will issue call-ups only when the specific services to be provided under the Standing Offer are needed. Please refer to Section SOP04, CALL-UP PROCEDURE.

SI02 OFFER DOCUMENTS

1. The following are the Offer Documents:
 - a. Request for Standing Offer - Page 1;
 - b. General Instructions to Offeror's- Construction Services
 - c. Special Instructions to Offerors;
 - d. Clauses & Conditions identified in "Call-up Clauses or Resulting Contract Documents;
 - e. Drawings and Specifications;
 - f. Price Proposal form and related Appendix(s); and
 - g. Any amendment issued prior to solicitation closing.

Submission of an Offer constitutes acknowledgement that the Offeror has read and agrees to be bound by these documents.

SI03 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this Offer must be submitted in writing to the Contracting Authority named on the Request for Standing Offer (RFSO) Page 1 at e-mail address delia.martin@pwgsc.gc.ca. Enquiries should be received no later than (5) business days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may result in an answer NOT being provided.
2. To ensure consistency and quality of the information provided to Offerors the Contracting Authority will examine the content of the enquiry and shall decide whether or not to issue an amendment.
3. All enquiries and other communications related to this offer sent throughout the solicitation period must be directed ONLY to the Contracting Authority named in paragraph 1 above. Failure to comply with this requirement may result in the offer being declared non-compliant.

SI04 QUANTITY

The amount of work and estimated expenditure specified in the RFSO are only an approximation of requirements. The making of an offer by the Offeror shall not constitute an agreement by Canada. Canada may make one or several call-ups against a standing offer.

SI05 PWGSC OBLIGATION

A RFSO does not commit PWGSC to authorize the utilization of a standing offer or to pay any cost incurred in the submission of offers, or cost incurred in making necessary studies for the preparation thereof, or to procure or contract for any services. PWGSC reserves the right to reject or authorize for utilization any offer in whole or in part, with or without further discussion or negotiation. Canada reserves the right to cancel or amend the RFSO at any time.

SI06 SITE VISIT

Contractors are recommended to make inquiries necessary to become thoroughly acquainted with the nature and extent of the work.

There is NO SCHEDULED SITE VISIT for this solicitation.

SI07 REVISION OF OFFER

An offer may be revised by letter or facsimile in accordance with "General Instructions to Offerors – Construction Services to Offerors". The facsimile number for receipt of revisions is 604-775-9381.

SI08 OFFER VALIDITY PERIOD

1. The offer cannot be withdrawn for the period of 90 days following the RFSO closing date.
2. Canada reserves the right to seek an extension to the offer validity period. Upon notification in writing from Canada, Offerors shall have the option to either accept or reject the proposed extension.
3. If the extension referred to in paragraph 2 of SI08 is accepted, in writing, by all those who submitted offers, then Canada shall continue immediately with the evaluation of the offers and its approvals processes.
4. If the extension referred to in paragraph 2 of SI09 is not accepted in writing by all those who submitted offers then Canada shall, at its sole discretion, either
 - a. continue to evaluate the offers of those who have accepted the proposed extension and seek the necessary approvals; or
 - b. cancel the request for proposal.
5. The provisions expressed herein do not in any manner limit Canada's rights in law or under G108.

SI09 INDUSTRIAL SECURITY RELATED REQUIREMENTS

1. At offer closing, the Offeror must hold a valid Security Clearance as indicated in section SC01 of the Supplementary Conditions. Failure to comply with this requirement will render the offer non-compliant and no further consideration will be given to the offer.
2. The successful Offeror's personnel, as well as any subcontractor and its personnel, who are required to perform any part of the work pursuant to the subsequent contract must meet the mandatory security requirement as indicated in section SC01 of the Supplementary Conditions. **Individuals who do not have the required level of security will not be allowed on site.** It is the responsibility of the successful Offeror to ensure that the security requirements are met throughout the performance of the contract. Canada will not be held liable or accountable for any delays or additional costs associated with the successful Offeror's non-compliance with the mandatory security requirement.
3. For additional information on security requirements, offerors should consult the "Security Requirements for PWGSC Offer Solicitations - Instructions for Offerors" on the Standard Procurement Documents Web site [Industrial Security Program](#)

SI10 BRITISH COLUMBIA PROVINCIAL SALES TAX ACT – REAL PROPERTY CONTRACTORS

Real property contractors in the Province of British Columbia who have contracts with the Federal Government may make purchases for use in real property contracts exempt of Provincial Sales Tax (PST) by providing their suppliers with a completed Certificate of Exemption – Contractors (FIN 491) and, if necessary a completed Certification of Exemption – Subcontractor (FIN 493).

Upon request, Canada will provide the General Contractor with a duly signed exemption form, FIN 491 and if applicable FIN 493.

For additional information, please refer to the link noted below:

<http://www2.gov.bc.ca/assets/gov/taxes/sales-taxes/publications/pst-501-real-property-contractors.pdf>

SI11 WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Buy and Sell <http://www.achatsetventes-buyandsell.gc.ca>

Canadian economic sanctions <http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Standard Acquisition Clauses and Conditions (SACC) Manual
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

PWGSC, Industrial Security Services <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

PWGSC, Code of Conduct and Certifications
<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

Construction and Consultant Services Contract Administration Forms Real Property Contracting
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

Declaration Form
<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>

Performance Bond (form PWGSC-TPSGC 505)
http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505_eng.pdf

Trade agreements
<http://buyandsell.gc.ca/policy-and-guidelines/Policy-and-Legal-Framework/Trade-Agreements>

CALL-UPS CLAUSES OR RESULTING CONTRACT DOCUMENTS (CD)

1. The following are the "call up" contract documents:
 - a. Contract Page when signed by Canada;
 - b. Duly completed Price Proposal Form and any Appendices attached thereto;
 - c. Drawings and Specifications;
 - d. General Conditions and clauses

GC1 General Provisions – Construction Services	R2810D	(2017-08-17);
GC2 Administration of the Contract	R2820D	(2016-01-28);
GC3 Execution and Control of the Work	R2830D	(2019-11-28);
GC4 Protective Measures	R2840D	(2008-05-12);
GC5 Terms of Payment	R2550D	R2850D (2019-11-28);
GC6 Delays and Changes in the Work	R2860D	(2019-05-30);
GC7 Default, Suspension or Termination of Contract	R2870D	(2018-06-21);
GC8 Dispute Resolution	R2880D	(2019-11-28);
GC10 Insurance	R2900D	(2008-05-12);
Allowable Costs for Contract Changes under GC6.4.1	R2950D	(2015-02-25);
Supplementary Conditions		
 - e. Any amendment issued or any allowable offer revision received before the date and time set for solicitation closing;
 - f. Any amendment incorporated by mutual agreement between Canada and the Offeror before acceptance of the offer; and
 - g. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>
3. The language of the contract documents is the language of the Price Proposal Form submitted.

STANDING OFFER PARTICULARS

SOP01 GENERAL

1. The Offeror acknowledges that a standing offer is not a contract and that the issuance of a Standing Offer and Call-up Authority does not oblige or commit Canada to procure or contract for any services listed in the Standing Offer.
2. The Offeror offers to provide and deliver to Canada the services described in the Standing Offer, in accordance with the pricing set out in the Request for Standing Offer if, and when the Technical Authority may request such services, in accordance with the conditions listed at subsection 3 below.
3. The Offeror understands and agrees that:
 - a. a call-up against the Standing Offer will form a contract only for those services which have been called-up, provided that such call-up is made in accordance with the provisions of the Standing Offer;
 - b. Canada's liability is limited to that which arises from call-ups against the Standing Offer made within the period specified in the Standing Offer;
 - c. Canada has the right to procure the services specified in the Standing Offer by means of any other contract, standing offer or contracting method;
 - d. the Standing Offer cannot be assigned or transferred in whole or in part;
 - e. the Standing Offer may be set aside by Canada at any time.

SOP02 PERIOD OF THE STANDING OFFER

The period for placing call-ups against the Standing Offer shall be from 2020 August 01 to 2023 July 31.

SOP03 CALL-UP LIMITATION

Each call-up against the Standing Offer will have a maximum limitation of expenditure of \$ 60,000.00 (Applicable Taxes included). Canada will keep track of expenditures and ensure that they do not exceed the maximal allocated total percentage of each retained Offeror.

SOP04 CALL-UP PROCEDURE

1. Services will be called-up as follows:
 - a. Departmental Representative will establish the work requirements to be provided. For each individual call-up a proportional distribution process will be used to consider the Offeror's ranking.
 - b. For each individual call-up the Offeror will be provided the scope of work and will submit an offer to the Departmental Representative in accordance with the unit rates established under the Standing Offer. The Offeror's offer shall include all of the work as specified including; mobilizing, sub-trades, materials, labour, tools, administration fees and supervision including building permits as per local regulations.
2. The Offeror will be authorized in writing by the Departmental Representative to proceed with the work by issuance of a Call-up against the Standing Offer using for form CF 942.

SOP05 STANDING OFFER RESPONSIBLES

The Contracting Authority is responsible for the establishment and administration of the Standing Offer and it's revision if needed. The Contracting Authority is responsible for all contractual related questions regarding call-ups.

Standing Offer Contracting Authority is:

Delia Martin
Supply Specialist
Public Works and Government Services Canada
Real Property Contracting
219-800 Burrard Street
Vancouver, BC, V6Z 0B9

Telephone: 778-707-2139
E-mail: delia.martin@pwgsc.gc.ca

The Departmental Representative represents the Department or Organization for which the works are executed within a call-up. The Departmental Representative is responsible for all technical related questions regarding call-ups.

Standing Offer Departmental Representative is:

Nigel Pollard
Contracts Team Leader, Detachment Comox, Real Property Operations (Pacific)
Department of National Defence
PO Box 1000, Stn Main
Lazo, BC, V0R 2K0

Telephone: 250-339-8211 Ext: 8462
Mobile: 250-218-0563
E-mail: nigel.pollard@gorces.gc.ca

The selected Offeror for the standing offer is:

TO BE DETERMINED

SUPPLEMENTARY CONDITIONS (SC)

SC01 INDUSTRIAL SECURITY RELATED REQUIREMENTS, DOCUMENT SAFEGUARDING

The following security requirement (SRCL and related clauses) applies and form part of the Contract.

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), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - i. Security Requirements Check List and security guide (if applicable), attached at Annex A;
 - ii. *Industrial Security Manual* (Latest Edition).

SC02 INSURANCE TERMS

- 1) Insurance Contracts
 - (a) The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
 - (b) Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the agreement. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the agreement 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.
- 2) Period of Insurance
 - (a) The policies required in the Certificate of Insurance must be in force and be maintained throughout the duration of the standing offer period.
 - (b) The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.
- 3) Proof of Insurance
 - (a) Before commencement of the Work, and no later than thirty (30) days after acceptance of its offer, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
 - (b) Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.
- 4) Insurance Proceeds

In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.
- 5) Deductible

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.

SC03 TRANSITION TO AN E-PROCUREMENT SOLUTION (EPS)

During the period of the Standing Offer, Canada may transition to an EPS for more efficient processing and management of individual call-ups for any or all of the SO's applicable goods and services. Canada reserves the right, at its sole discretion, to make the use of the new e-procurement solution mandatory.

Canada agrees to provide the Offeror with at least a three-month notice to allow for any measures necessary for the integration of the Offer into the EPS. The notice will include a detailed information package indicating the requirements, as well as any applicable guidance and support.

If the Offeror chooses not to offer their goods or services through the e-procurement solution, the Standing Offer may be set aside by Canada.

APPENDIX 1 – MANDATORY REQUIREMENTS

Using the form provided or a reasonable facsimile, provide a response to each of the mandatory requirements.

Canada reserves the right to verify the information provided and to confirm certifications and experience statements. Failure by the Bidder to provide the required evidence or in the event that the evidence cannot be verified shall result in the Bidder being disqualified and no further consideration being given to the Bidder. Any blank responses will result in the bid being disqualified with no further consideration being given to the bidder.

Failure to meet all the following mandatory requirements will render the offer as non-responsive.

- 1: I/We _____ (name of company) certify that we have a minimum of five (5) years' experience providing Primary and Secondary Underground and Overhead Distribution services.

(Circle one)

YES

NO

- 2: The Contractor must be in possession of a valid Class "LI" Field Safety Representative (FSR) Power line technician license

(Circle one)

YES

NO

A copy of the license should be included with your bid submission or after solicitation closing if requested by Canada.

- 3: Copies of certifications for the trades specified in the Pricing Table must be available upon request by Canada.

(Circle one)

YES

NO

APPENDIX 2 - OFFER PROPOSAL FORM

BA01 IDENTIFICATION

Electrical Trades Overhead & Underground
Comox, Quadra, Seal Bay and Holberg, BC

BA02 BUSINESS NAME AND ADDRESS OF OFFEROR

Name: _____

Address: _____

Telephone: _____ Fax: _____ PBN: _____

E-mail address: _____

Industrial Security Program Organisation Number (ISP ORG#) _____
(when required)

BA03 THE OFFER

The Offeror agrees that the Price(s) per Unit as tendered govern in calculating the Total Evaluated Price. The Offeror understands that any errors in the addition of the Estimated Total Price will be corrected in order to obtain the Total Evaluated Price.

The items will be used for cost evaluation purposes only and do not constitute a guarantee or commitment on behalf of Canada of the quantity or amount to be used under the Standing Offer.

A rate must be entered for each item.

The prices inserted in the Unit Price Table of this Offer include all applicable federal, provincial and municipal taxes however they do not include any amount for the Goods and Services Tax (GST) or the Harmonized Sales Tax (HST). The appropriate GST/HST amounts will be paid by Canada to the Offeror in addition to the amounts paid against the amount of the Contract. The Offeror shall make the appropriate remittances to Revenue Canada in accordance with legislation.

Unspecified materials shall be reimbursed at net cost, supported by invoices, plus markup as established in the Unit Price Table of this offer. Net Cost means all amounts reasonably and properly paid by the Offeror in respect to materials required for and used in the Work, and includes packing, handling, and delivery charges, less any trade discounts received by the Offeror. The Offeror's markup on Unspecified Material covers overheads, profit, and all other expenses whatsoever.

Payment by Canada for the Offeror's own special equipment not covered by the Unit Price Table and required at the job site will be no greater than the local going rental rate for such equipment or the rate published by the local construction association for such equipment, whichever is the lower.

The hourly rates specified in the Unit Price Table for specific types of service shall be the total cost to perform the work including, but not limited to wages, travelling time and costs, transportation/vehicle expenses, allowances, supervision, liabilities as employer, insurance, use of all tools, tackle etc., overhead, profit, any other incidental expenses other than supply of materials and replacement parts relating to the delivery of labour and all other liabilities whatsoever.

An offer must comply with the requirements of the RFSO and meet all mandatory evaluation criteria to be declared responsive. It is anticipated that one (1) Standing Offer will be issued to the responsive offer with the lowest evaluated price.

EVALUATION OF PRICE

The price of the bids will be evaluated in Canadian dollars, the Goods and Services Tax (GST) or the Harmonized Sales Tax (HST) excluded, FOB destination for goods, shipping charges included, Customs, duties and Excise taxes included.

UNIT PRICE TABLE - RATES

YEARS 1 & 2

CALL OUT RATES: All-inclusive call out rates shall be based only on direct travel from Contractor's plant to the site(s) of the work specified below and direct return to Contractor's plant (direct return trip). Rate shall be charges only one (1) time for each Call Out. Call Out rates DO NOT include productive labour (see next table). If Call Out rates do not apply, please fill in rate as zero (0).

Travel Expenses – Meals and Accommodations (for Detachment Holberg only): Travel related expenses will be paid in accordance with the National Joint Council Travel Directive. All travel must have prior authorization of the Project Authority.

ITEM	CALL OUT RATE	ESTIMATED # OF TRIPS	UNIT PRICE
1	Detachment Holberg (approx. 330 kms from 19 Wing Comox)	2	

Regular Hours

Regular Hours are defined as the hourly rate for all work conducted between 0730 and 1530, Monday through Friday.

Outside Regular Hours

Outside Regular Hours are defined as the hourly rate for all work conducted between 1531 and 0729, Monday through Friday and all day Saturday, Sunday or holidays.

All Rates listed below include travel time and any related expenses

ITEM	CLASS OF LABOUR, MATERIAL OR PLANT	UNIT OF MEASURE	UNIT PRICE
2	Foreman Linesman – Regular Hours	Hourly	
	Journeyman Linesman – Regular Hours	Hourly	
	Foreman Linesman – Outside Regular Hours	Hourly	
	Journeyman Linesman – Outside Regular Hours	Hourly	
3	Contractor's Markup on Allowance for unspecified material, replacement parts, required permits and certificates	N/A	
4	Rental Equipment		
	a) Bucket or Line Truck Reach, ground to underside platform, up to 60 feet (18.3 meters)	Hourly	
	b) Backhoe	Hourly	
	c) Pickup Truck – 1 Ton, 4X4	Hourly	

YEAR 3

CALL OUT RATES: All-inclusive call out rates shall be based only on direct travel from Contractor's plant to the site(s) of the work specified below and direct return to Contractor's plant (direct return trip). Rate shall be charges only one (1) time for each Call Out. Call Out rates DO NOT include productive labour (see next table). If Call Out rates do not apply, please fill in rate as zero (0).

Travel Expenses – Meals and Accommodations (for Detachment Holberg only): Travel related expenses will be paid in accordance with the National Joint Council Travel Directive. All travel must have prior authorization of the Project Authority.

ITEM	CALL OUT RATE	ESTIMATED # OF TRIPS	UNIT PRICE
1	Detachment Holberg (approx. 330 kms from 19 Wing Comox)	2	

Regular Hours

Regular Hours are defined as the hourly rate for all work conducted between 0730 and 1530, Monday through Friday.

Outside Regular Hours

Outside Regular Hours are defined as the hourly rate for all work conducted between 1531 and 0729, Monday through Friday and all day Saturday, Sunday or holidays.

All Rates listed below include travel time and any related expenses

ITEM	CLASS OF LABOUR, MATERIAL OR PLANT	UNIT OF MEASURE	UNIT PRICE
2	Foreman Linesman – Regular Hours	Hourly	
	Journeyman Linesman – Regular Hours	Hourly	
	Foreman Linesman – Outside Regular Hours	Hourly	
	Journeyman Linesman – Outside Regular Hours	Hourly	
3	Contractor's Markup on Allowance for unspecified material, replacement parts, required permits and certificates	N/A	
4	Rental Equipment		
	a) Bucket or Line Truck Reach, ground to underside platform, up to 60 feet (18.3 meters)	Hourly	
	b) Backhoe	Hourly	
	c) Pickup Truck – 1 Ton, 4X4	Hourly	

ESTIMATED TOTAL PRICE FOR EVALUATION: _____

BA04 OFFER VALIDITY PERIOD

The offer must not be withdrawn for a period of ninety (90) days following the date of solicitation closing.

BA05 SIGNATURE

Name and title of person authorized to sign on behalf of Offeror (Type or print)

Signature

Date

APPENDIX 4 - SCOPE OF WORK

1. GENERAL

- a. Services covered under this agreement must consist of, but may not be limited to, the provision of qualified electrical tradesmen (specifically Powerline Technicians) and materials for electrical overhead and underground distribution, inspection and/or maintenance for, 19 Wing Comox, H.M.C.S. Quadra, Seal Bay, CFS Holberg (approximately 330 km from 19 Wing Comox) and any other remote sites within the geographical area at which the Officer Commanding, Detachment Comox, Real Property Operations (Pacific) determines work must be performed on an as and when required basis.
- b. The Contractor must be in possession of a valid Class "LI" Field Safety Representative (FSR) Power line technician license.
- c. The Contractor must ensure that a qualified Powerline Technician with a Red Seal Journeyman's qualification be on the job site at all times.
- d. The Contractor must ensure that each tradesman has all the tools and equipment required to complete any job. Technical direction will be the responsibility of the Officer Commanding, Detachment Comox, Real Property Operations (Pacific) or his delegated representative.
- e. It will be necessary to obtain a security clearance of your company and selected employees.

2. F1005D SECURITY REQUIREMENTS

Protected Information. – No Document Safeguarding Capability

- a. 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), Public Works and Government Services Canada (PWGSC).
- b. The Contractor/Offeror personnel requiring access to sensitive site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC.
- c. The Incumbent MUST NOT remove any PROTECTED information, or asset from the identified work site(s), and the Incumbent must ensure that its personnel are made aware of and comply with this restriction.
- d. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
- e. The Contractor/Offeror must comply with the provisions of the:
 - a. Security Requirements Check List and security guide (if applicable), attached at Annex A;
 - b. *Industrial Security Manual* (Latest Edition).

3. DEFINITIONS

- a. The 'Project Authority' is defined as the Officer Commanding, Detachment Comox, Real Property Operations (Pacific) or the delegated representative.
- b. A "normal working day" is considered to be Monday to Friday from 0700 hours to 1530 hours, not including Civic or Statutory Holidays.

4. SCOPE OF WORK

a. **REQUIREMENT:** Request for Regional Individual Standing Offer to provide Support Services, including all labour, materials, tools, equipment, supervision, and transportation required for minor construction, repair and upkeep of PRIMARY AND SECONDARY OVERHEAD AND UNDERGROUND ELECTRICAL DISTRIBUTION on an as and when requested basis for Dept. of National Defense Canadian Forces Base Lazo, B.C. HMSC Quadra, Seal Bay and Detachment Holberg (330 km) from Comox.

b. **TRADE:** The principal trade required to perform the work specified in this agreement is:

Class "A" JOURNEYMEN POWERLINE TECHNICIANS AND APPRENTICES

No subcontracting of the principal trade under this agreement shall be permitted without the express written permission of the Contracting Authority (PSPC).

Work will primarily consist of repair and maintenance of >5 KV overhead and underground electrical distribution systems.

5. JOB PERFORMANCE

Services must be performed to the satisfaction of the Project Authority.

6. CALL-UP AGAINST A STANDING OFFER

The Contractor must ensure that there are adequate qualified personnel available. Work will be requested on an "as and when required basis" and must be authorized on a Call-up Against a Standing Offer form CF 942.

7. TRANSPORTATION

The Contractor must provide transportation, on and off site, for his employees and their tools and equipment required for the completion of work under this agreement.

8. CONTRACTOR'S RESPONSIBILITIES

a. Workmanship and Materials

The Contractor must replace defective and improperly installed materials at his own expense when notified by the Project Authority. All work covered in this agreement must be performed by skilled tradesmen. It is the Contractor's responsibility to complete the work as requested for the amount that was originally quoted. The work is not considered complete until the Project Authority has inspected and approved all work.

b. Manufacturer's Instructions

It must be the Contractor's responsibility to follow manufacturer's instructions for application or installation of a material or product. If these instructions conflict with the original scope of work contact the Project Authority and wait for further directions before completing the work.

c. Reporting Deterioration or Damage

Any damage or deterioration discovered during the agreement, but not included in the scope of work, must be reported to the Project Authority.

d. Weather

The Contractor must ensure that weather conditions do not inhibit the application and/or storage of materials.

e. Codes, Standards and Regulations

It must be the Contractor's responsibility to abide by all current codes, standards and regulations that may govern and/or restrict the manner in which the agreement is completed. In the event of a conflict of codes and standards, the most stringent one must apply unless directed otherwise by the Project Authority. It is the Contractor's responsibility to inform the Project Authority, before work begins, of any deviation from current codes, standards and/or regulations which may be present in the Project Scope of Work and/or Specifications.

f. Construction Safety

The Contractor must comply with applicable Sections of Part 8, Construction Safety Measures, of the National Building Code of Canada, and with all other applicable provisions of Federal, Provincial and Municipal safety laws to prevent accident or injury to persons on, about or adjacent to the site of the work.

The Contractor must provide a written Safety Plan.

g. WHMIS

- i. Comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials; and regarding labeling and provision of material safety data sheets acceptable to Labour Canada and Health and Welfare Canada.
- ii. Deliver copies of WHMIS data sheets to the Project Authority on delivery of materials.

h. Protection

The Contractor must provide continual protection from his work to personnel, vehicles, equipment or other surrounding facilities by using drop sheets, barricades, warning signs, lights or other protective devices considered necessary by the Project Authority.

i. Making Good

It is the responsibility of the Contractor to make good any damage to DND or private property resulting from, or attributable to his work, at his own expense.

j. Termination

Defects in material, unsatisfactory workmanship and unauthorized departure from specifications may result in termination of the agreement.

k. Clean Up

All work areas must be left clean and tidy at the completion of each day's work. All scrap materials, debris, empty cans, etc., must be removed from the confines of DND property. The base garbage dumpsters must not be used. If a requirement arises for disposal of waste material in any landfill, the tipping receipts must be attached to and included with the invoice at the current tipping fee rate. Only upon receipt of invoice will tipping fees be paid. Under no condition will invoices be accepted for tipping recyclable material

I. Permits and Licenses

It must be the Contractor's responsibility where applicable to obtain:

- i. Provincial permits and licenses when required.
- ii. Department of National Defence Permits, and Licenses.
- iii. Canadian Forces Base permits and licenses. (Base permits are required for work in confined areas and for all hot work.)

m. Contractor's Inspections

The Contractor must complete his work allowing sufficient time to notify the Project Authority and have his work inspected and approved prior to the completion date.

n. Site Security

Contractors are required to take all reasonable precautions regarding lock up of empty buildings and secured sites while in his care. Keys should be returned immediately on completion of job. Failure to return keys by completion date could result in the Contractor being held responsible for the cost of lock replacement involved.

o. Sub-Contracting

- i. All subcontractors must be the sole responsibility of the General Contractor.
- ii. All subcontractors must be pre-approved by the Project Authority.
- iii. All subcontractors must be fully current and licensed/qualified in their respective trades for the specific job(s).
- iv. All subcontractors must hold a security clearance in accordance with Para 2.

p. Services

- i. Services must be provided on an "as required" basis and must be available within five calendar days excluding emergencies.
- ii. The contractor must act upon emergency calls within a two (2) hour period.
- iii. The Contractor must accept all calls from the Project Authority or the Project Authority's authorized representative for inspections and/or repairs as may be required. All requests for services will be confirmed, in writing, by form CF 942 (Call-up Against a Standing Offer).
- iv. Trades people provided for in this agreement must be fully qualified in their respective trade with proven experience at the licensed journeyman level.
- v. Apprentices must have proven experience in the respective trades and be under the supervision of a licensed journeyman.

7. INVOICES AND PAYMENTS

a. Quotations

- i. A written quotation must be emailed to the Project Authority's Contracts Inspector requesting it, at no cost to DND, and must reflect (if applicable) all information requested in paragraph 7.b.ii.

b. Invoices

- i. All invoices submitted for payment must include the CF 942 (Call-up Against a Standing Offer) number.
- ii. Invoices are to include a breakdown as follows:
 - .1 Rates of pay and hours of work for each tradesperson.
 - .2 An itemized list of materials used, by cost, must be shown on all invoices submitted for payment.
 - .3 Extended total.
 - .4 Goods and Services Tax (GST) to be shown as a separate item.
 - .5 Where sub-contracting is involved, a copy of sub-contractor's invoice must accompany the invoice against the requisition.
 - .6 Where discount or mark-up is applicable, please indicate separately.
- iii. Invoices submitted for payment against this agreement that are not properly identified will be returned to the Contractor for proper annotation before certification for payment is made.

8. TEMPORARY SERVICES

Temporary electric power and water may be supplied free of charge at existing points of delivery subject to the discretion and approval of the Project Authority.

9. SALVAGED MATERIALS

All salvaged or scrap materials must become the property of the Contractor unless otherwise specified by the Project Authority.

10. GUARANTEE

The Contractor must guarantee both materials and work for a period of one year after completion of the agreement.

ANNEX A - ELECTRICAL - GENERAL REQUIREMENTS

1. General

This section covers items common to Sections of division 16. This Section supplements Requirements of Division 1.

2. Codes and Standards

Do complete installation in accordance with CSA C22.1 Latest Edition or BC Hydro Overhead and Underground standards, except where specified otherwise.

Abbreviations for electrical terms: to CSA Z85-1983.

3. Care, Operation and Start-Up

Instruct the Site Authority P.I.C. in the operation, care and maintenance of equipment.

4. Voltage Ratings

Operating Voltages: to CAN3-C235-83.

Motors, electrical heating, control and distribution devices and equipment to operate satisfactory at 60 Hz within normal operating limits established by above standard. Equipment to operate in extreme operating conditions established in above standard without damage to equipment.

5. Materials and Equipment

Provide materials and equipment in accordance with Section 01600 Equipment and materials shall be CSA certified. Where there is no alternative to supplying equipment, which is not CSA certified, obtain special approval from Electrical Inspection Department.

Factory assembled control panels and component assemblies.

6. Finishes

Shop finish metal enclosure surfaces by application of rust resistant primer inside and outside, and at least two coats of finish enamel.

- a. Paint outdoor electrical equipment "electrical green" finish to EEMAC YI-I-1955.
- b. Paint indoor switchgear and distribution enclosures light grey to EEMAC 2Y-I-1958.

Clean and touch up surfaces of shop-painted equipment scratched or marred during shipment or installation, to match original paint.

Clean and prime exposed non-galvanized hangars, racks and fastenings to prevent rusting.

7. Equipment Identification

Identify electrical equipment with nameplates as follows:

Nameplates: a. Lamicoid 3 mm thick plastic engraving sheet, black face, white core, mechanically attached with self-tapping screws.

Nameplate Sizes

Size 1	10x50 mm	1 line	3 mm high letters
Size 2	12x70 mm	1 line	5 mm high letters
Size 3	12x70 mm	2 lines	3 mm high letters
Size 4	20x90 mm	1 line	8 mm high letters
Size 5	20x90 mm	2 lines	5 mm high letters
Size 6	25x100mm	1 line	12 mm high letters
Size 7	75x100 mm	2 lines	6 mm high letters

Wording on nameplates must be approved by the Project Authority prior to manufacture. Allow for average of twenty-five (25) letters per nameplate. Identification shall be in English.

Nameplates for terminal cabinets and junction boxes shall indicate system and/or voltage characteristics. Disconnects, starters and contractors; indicate equipment being controlled by voltage. Terminal cabinets and pull boxes; indicate system and voltage.

Transformers; indicate capacity, primary and secondary voltages.

8. Wiring

Identification Identify wiring with permanent indelible identifying markings, either numbered or coloured plastic tapes, on both ends of phase conductors of feeders and branch circuit wiring. Maintain phase sequence and colour coding throughout. Colour code: to CSA C22.1 Latest Edition.

Use colour coded wires in communication cables, matched throughout system.

9. Wiring Terminations Lugs

Terminals, screws used for termination of wiring to be suitable for either copper or aluminum conductors.

10. Manufacturers CSA Labels

All labels shall be visible and legible after equipment is installed.

11. Warning Signs

As specified and to meet requirements of Electrical Inspection Department and RP OPS Representative P.I.C. Decal signs, minimum size 175 x 250 mm.

12. Mounting Heights

Mounting height of equipment is from finished floor or grade to centre line of equipment unless specified or indicated otherwise. If mounting height of equipment is not specified or indicated, verify before proceeding with installation.

13. Conduit and Cable Installation

Install conduit and sleeves prior to pouring of concrete. Sleeves through concrete: sized for free passage of conduit and protruding 50 mm. If plastic sleeves are used in fire rated walls or floors, remove before conduit installation. Install cables, conduits and fittings to be embedded or plastered over, neatly and close to building structure so furring can be kept to a minimum.

14. Field Quality Control

Conduct and pay for following tests:

- a. Power distribution system including phasing, voltage, grounding and load balancing.
- b. Circuits originating from branch distribution panels.
- c. Lighting and its control.
- d. Systems: fire alarm system, communications, as required.

Furnish manufacturer's certificate or letter confirming that entire installation as it pertains to each system has been installed to manufacturer's instructions.

Insulation resistance testing

- a. Megger circuits, feeders and equipment up to 350 V with a 500 V instrument.
- b. Megger 350-600 V circuits, feeders and equipment with a 1000 V instrument.
- c. Check resistance to ground before energizing.
- d. Carry out tests in presence of the Project Authority.
- e. Provide instruments, meters, equipment and personnel required to conduct tests during and at conclusion of the project.
- f. Submit test results for Site Authority P.I.C.'s review.

15. Co-ordination of Protection Devices

Ensure circuit protective devices such as overcurrent trips, relays and fuses are installed to required values and settings.

16. Lockout Policy

Ensure all employees adhere to WorkSafeBC OHS Regulation Part 10: De-energization and Lockout.

17. Dial for Dig

Permits are required before any excavation is started.

APPENDIX 5 - PERIODIC REPORTS

The Offeror shall provide to the Contracting Authority biannual reports on usage of the Standing Offer, showing the number and total value of call-ups by each consignee. Reports shall be submitted in the format shown below and forwarded to the Contracting Authority no later than fifteen (15) days after the designated reporting period.

As a requirement of this Request for Standing Offer, a report shall be submitted as follows:

Return to:

Name	Phone Number	Email
Delia Martin	778-707-2139	delia.martin@pwgsc.gc.ca

BI-ANNUAL REPORT ON THE VOLUME OF BUSINESS

SUPPLIER: _____

REPORT FOR THE PERIOD ENDING: _____

Description of Work	Call Up #:	Total Billing

NIL REPORT: We have not done any business with the federal government for this period.

PREPARED BY: _____

NAME: _____

SIGNATURE: _____

TELEPHONE NO.: _____

APPENDIX 6 VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES

(page 1 of 2)

PUBLIC WORKS AND GOVERNMENT SERVICES CANADA APPRENTICE PROCUREMENT INITIATIVE

1. To encourage employers to participate in apprenticeship training, Offerors, bidding on construction and maintenance contracts by Public Works and Government Services Canada (PWGSC) are being asked to sign a voluntary certification, signaling their commitment to hire and train apprentices.
2. Canada is facing skills shortages across various sectors and regions, especially in the skilled trades. Equipping Canadians with skills and training is a shared responsibility. The Government of Canada made a commitment to support the use of apprentices in federal construction and maintenance contracts. Contractors have an important role in supporting apprentices through hiring and training and are encouraged to certify that they are providing opportunities to apprentices as part of doing business with the Government of Canada.
3. The Government of Canada is encouraging apprenticeships and careers in the skilled trades. In addition, the government offers a tax credit to employers to encourage them to hire apprentices. Information on this tax measure administered by the Canada Revenue Agency can be found at: www.cra-arc.gc.ca. Employers are also encouraged to find out what additional information and supports are available from their respective provincial or territorial jurisdiction.
4. Signed certifications on page 2 of 2 will be used to better understand contractor use of apprentices on Government of Canada maintenance and construction contracts and may inform future policy and program development.
5. The Contractor hereby certifies the following:

In order to help meet demand for skilled trades people, the Contractor agrees to use, and require its subcontractors to use, reasonable commercial efforts to hire and train registered apprentices, to strive to fully utilize allowable apprenticeship ratios * and to respect any hiring requirements prescribed by provincial or territorial statutes

The Contractor hereby consents to this information being collected and held by PWGSC, and Employment and Social Development Canada to support work to gather data on the hiring and training of apprentices in federal construction and maintenance contracts.

To support this initiative, a voluntary certification signaling the Contractor's commitment to hire and train apprentices is available at page 2 of 2.

If you accept fill out and sign page 2 of 2.

** The journeyperson-apprentice ratio is defined as the number of qualified/certified journeypersons that an employer must employ in a designated trade or occupation in order to be eligible to register an apprentice as determined by provincial/territorial (P/T) legislation, regulation, policy directive or by law issued by the responsible authority or agency.*

Voluntary Certification

(To be filled out and returned with offer on a voluntary basis)

(page 2 of 2)

Note: The Offeror will be asked to fill out a report every six months or at project completion as per sample "Voluntary Reports for Apprentices Employed during the Contract" provided at Annex C

Name: _____

Signature: _____

Company Name: _____

Company Legal Name: _____

Standing Offer Solicitation Number : _____

Number of company employees: _____

Number of apprentices planned to be working on this contract: _____

Trades of those apprentices:

ANNEX A - SECURITY REQUIREMENT CHECK LIST (SRCL)

Attached

ANNEX B - CERTIFICATE OF INSURANCE (Not required at solicitation closing)



Travaux publics et
Services gouvernementaux
Canada

Public Works and
Government Services
Canada

CERTIFICATE OF INSURANCE

Page 1 of 2

Description and Location of Work Electrical Trades Overhead & Underground Comox, Quadra, Seal Bay and Holberg, BC	Contract No. W6862-200078/001/PWY
	Project No.

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code
Additional Insured <i>Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services</i>				

Type of Insurance	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
				Per Occurrence	Annual General Aggregate	Completed Operations Aggregate
Commercial General Liability				\$	\$	\$
				\$	\$	\$

I certify that the above policies were issued by insurers in the course of their Insurance business in Canada, are currently in force and include the applicable insurance coverage's stated on page 2 of this Certificate of Insurance, including advance notice of cancellation / reduction in coverage.

Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker)

Telephone number

Signature

Date D / M / Y

CERTIFICATE OF INSURANCE Page 2 of 2

General

The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverage listed under the corresponding type of insurance on this page.

The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services as an additional Insured.

The Policy shall be endorsed to provide the Owner with not less than 30 day notice in writing in advance of any cancellation or change or amendment restricting coverage.

Without increasing the limit of liability, the policies must protect all insured parties to the full extent of coverage provided. Further, the policies must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

Commercial General Liability

The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100.

The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:

- (a) Blasting.
- (b) Pile driving and caisson work.
- (c) Underpinning.
- (d) Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.

The policy must have the following minimum limits:

- (a) **\$5,000,000** Each Occurrence Limit;
- (b) **\$10,000,000** General Aggregate Limit per policy year if the policy contains a General Aggregate; and
- (c) **\$5,000,000** Products/Completed Operations Aggregate Limit.

Umbrella or excess liability insurance may be used to achieve the required limits.

Builder's Risk / Installation Floater

The insurance coverage provided must not be less than that provided by the latest edition of IBC Forms 4042 and 4047.

The policy must permit use and occupancy of any of the projects, or any part thereof, where such use and occupancy is for the purposes for which a project is intended upon completion.

The policy may exclude or be endorsed to exclude coverage for loss or damage caused by asbestos, fungi or spores, cyber and terrorism.

The policy must have a limit that is **not less than the sum of the contract value** plus the declared value (if any) set forth in the contract documents of all material and equipment supplied by Canada at the site of the project to be incorporated into and form part of the finished Work. If the value of the Work is changed, the policy must be changed to reflect the revised contract value.

The policy must provide that the proceeds thereof are payable to Canada or as Canada may direct in accordance with GC10.2, "Insurance Proceeds" (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R2900D/2>).

Use separate page if needed.

ANNEX C - VOLUNTARY REPORT FOR APPRENTICES EMPLOYED DURING THE CONTRACT **(Sample)**

(This report is not required at Offer deposit)

The Contractor should compile and maintain records on the number of apprentices and their trade that were hired to work on the contract.

The Contractor should provide this data in accordance with the format below. If no apprentices were hired during the contract period, the Contractor should still provide a "nil" report.

The data should be submitted six months after the Contract award or at the end of the Call-up, whichever comes first, to the Contracting Authority.

Number of apprentices hired	Trade



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		2. Branch or Directorate / Direction générale ou Direction Detachment Comox/ Real Property Operations (Pacific)
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail Regional Individual Standing Offer to provide Support Services required for construction, repair and upkeep of PRIMARY AND SECONDARY OVERHEAD AND UNDERGROUND ELECTRICAL DISTRIBUTION Systems on an as and when requested basis for Dept of National Defence Canadian forces Base Comox, HMCS Quadra and Detachment Holberg (330 km).		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No Non <input checked="" type="checkbox"/> Yes Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à : <input type="checkbox"/>	Restricted to: / Limité à : <input type="checkbox"/>	Restricted to: / Limité à : <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays :	Specify country(ies): / Préciser le(s) pays :	Specify country(ies): / Préciser le(s) pays :
7. c) Level of information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>



PART A (continued) / PARTIE A (suite)

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

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes
Non Oui

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

Document Number / Numéro du document :

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

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



RELIABILITY STATUS
COTE DE FIABILITÉ



CONFIDENTIAL
CONFIDENTIEL



SECRET
SECRET



TOP SECRET
TRÈS SECRET



TOP SECRET- SIGINT
TRÈS SECRET - SIGINT



NATO CONFIDENTIAL
NATO CONFIDENTIEL



NATO SECRET
NATO SECRET



COSMIC TOP SECRET
COSMIC TRÈS SECRET



SITE ACCESS
ACCÈS AUX EMPLACEMENTS

Special comments:

Commentaires spéciaux :

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

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

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☐ No ☒ Yes
Non Oui

If Yes, will unscreened personnel be escorted?

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

On DND premises, unscreened pers. may
only access public/reception zones



No
Non

Yes
Oui

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

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes
Non Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes
Non Oui

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

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



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 CONFIDENTIEL	SECRET	TOP SECRET TRÈS 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 indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W6862-200078

Security Classification / Classification de sécurité
UNCLASS

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

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

Name (print) - Nom (en lettres moulées)

E. E. Aumont, Capt.

Title - Titre

Det Comox, RP Ops (Pacific), RO

Signature

Telephone No. - N° de téléphone
250-339-8211 ex 6021

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel
Emilie.aumont@forces.gc.ca

Date

JAN 9 1 2020

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

Name (print) - Nom (en lettres moulées)

Sasa Medjovic

Title - Titre

Senior Security Analyst

Signature

MEDJOVIC
SASHA 234

Digitally signed by MEDJOVIC, SASHA 234
DN: cn=, ou=GC, ou=HND-MIN,
ou=Personal, ou=INTERN, cn=
MEDJOVIC, SASHA 234
Reason: I am approving this document
Location: your signing location here
Date: 2020-02-03 11:19:00
Foxit PhantomPDF Version: 9.7.0

Telephone No. - N° de téléphone
613-996-0286

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel
sasa.medjovic@forces.gc.ca

Date

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

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

☐

No
Non

☐

Yes
Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)

Delia Martin

Title - Titre

Supply Specialist

Signature

Digitally signed by: Martin, Delia
DN: CN = Martin, Delia C = CA O =
GC OU = PWGSC-TPSGC
Date: 2020.05.11 14:53:29 -0700

Telephone No. - N° de téléphone
778-707-2139

Facsimile No. - N° de télécopieur
604-775-9381

E-mail address - Adresse courriel
delia.martin@pwgsc.gc.ca

Date

May 11, 2020

17. Contract Security Officer / Chargé de contrat en matière de sécurité

Kelly Mureta
Contract Security Officer
Tel: 613-941-0441
kelly.mureta@tpsgc-pwgsc.gc.ca

Title - Titre

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date