RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving
Shared Services Canada | Services
partagés Canada
180 Kent Street
Ottawa, Ontario
K1G 4A8
13th Floor

AMENDMENT REQUEST FOR PROPOSAL

DEMANDE DE PROPOSITION

Proposal To: Shared Services Canada

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction

listed herein and on any attached sheets at the price(s) set out thereof.

Proposition aux: Services partagés Canada

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

Comments - Commentaires

This document contains a Security Requirement

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

Issuing Office - Bureau de distribution

Shared Services Canada – SA Authority
Procurement Operations
180 Kent Street

Ottawa, Ontario K1G 4A8

Title – Sujet Psychometric Testing Tool and Training Services			
Solicitation No. – N° de l'invitation R0000059995	Date August 20,	2020	
Amendment number: 5			
Buy & Sell Reference No. – N° de refe R0000059995	erence de S	EAG	
File No. – N° de dossier R0000059995			
			Time Zone Fuseau horaire
Solicitation Closes – L'invitation prend fi	<mark>n</mark>		EDT
at – à 02 :00 PM on – le September 8, 2020			
F.O.B F.A.B. Plant-Usine: Destination: Other-Autre:			
Address Inquiries to : - Adresser tout questions à: Julie Dessureault	es	Buye l'ach	r Id – Id de eteur
Telephone No. – N° de téléphone : FAX No. – N° de FA 613-608-3114 FAX No. – N° de FA		XX No. – N° de FAX 3-948-0990	
Destination – of Goods, Services, and Construction: Destination – des biens, services et construction: See Herein			

Instructions : See Herein

Instructions: Voir aux présentes

Delivery required - Livraison exigée	Delivered Offered – Livraison proposée	
See Herein		
Vendor/firm Name and address		
Raison sociale et adresse du fournisseur/de l'entrepreneur		
Facsimile No. – N° de télécopieur		
Facsimile No. – N. de telecobleur		
•		
Telephone No. – N° de téléphone	red to sign on hehalf of Vendor/firm	
Telephone No. – N° de téléphone Name and title of person authoriz	zed to sign on behalf of Vendor/firm	
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Telephone No. – N° de téléphone Name and title of person authoriz (type or print)- Nom et titre de la personne autorisée	à signer au nom du fournisseur/de	

Amendment #05 is raised to:

- 1) Response to questions 29-36
- 2) Remind bidders that SSC will sponsor interested bidders if they currently do not hold the required Security Requirements as indicated above. To obtain security sponsorship, please email Julie.Dessureault@canada.ca

QUESTION	RESPONSES
Question 1: It says that two CVs of professionals certified in psychometric analysis must be provided, but is it possible to have several individuals?	Only the two proposed professionals will be evaluated as part of the procurement process, but we are open to working with other professionals if necessary. Those new resources will be also be evaluated at a later date.
Question 2: To better evaluate the cost, must the bid be based on three consecutive years of full-time work?	The cost must be based on the use of the psychometric tools and training as needed.
Question 3: Is there any cost to bid?	No, there is no cost to bid.
Question 4:	
Page 12 of the French document indicates that ten courses need to be provided for the facilitators. Do these ten courses relate to content that is different, for which training is given repeatedly or once per content?	We are referring to the certification courses for facilitators. We need to certify existing SSC facilitators and facilitators who will be joining the department throughout the duration of the contract.
Question 5:	
5A) In planning this mandate, will the following be added?: Analyses of organizational culture, work environment, the make-up of groups, specific needs to be considered?	5A) SSC facilitators do not have a mandate to carry out analyses of the
5B) Ongoing training, tracking of learning, mentoring and coaching?	organizational culture and work environment.

Canada

	Having psychometric tests that include these types of analyses would be interesting but is not required to fulfill the mandate of SSC facilitators. As mentioned in the statement of work, the tool needs to be able to identify individual needs and combine individual psychometric profiles to show the make-up of the groups. 5B) SSC facilitators do not have a mandate to carry out ongoing training, tracking of learning, mentoring and coaching. However, the vendor may pursue these learning solutions for the certification of facilitators.
Question 6: 6A) In the French document, are the SSC "animateurs" different from the "facilitateurs"?	6A) The term "facilitateurs" refers to Shared Services Canada (SSC) facilitators.
6B) How many "animateurs" are there? How many "facilitateurs"?	6B) There are currently 11 facilitators. The actual number to be trained will vary as facilitators arrive and leave throughout the duration of the contract.
Question 7: -Who is responsible for tracking the completions?	After a test is completed, the vendor must produce
wino is responsible for tracking the completions:	and share the report.



Question 8: How many people with a disability are there who would need support to take the tests?	SSC employs roughly 420 people with various accessibility needs. The actual number varies depending on the departures and arrivals of employees.
Question 9:	
It is indicated that the platform allows for psychological tests to be assigned. Is this in relation to stress? To which difficulties? Do you have specific requirements regarding the types of psychological tests that you would like?	The requirements regarding the tests are specified in the statement of work.
Question 10:	
Can meetings, training and consultations be done remotely?	Yes, training and consultations may be done remotely.
Question 11:	
We are in the process of reviewing the RFP, and we have a question. If we have any exceptions, are we able to include this in the RFP? Or does it work that if we respond to the RFP it means we are in compliance with the Standard Acquisition Clauses and Conditions (SACC) Manual? If we have exceptions, where/when do we raise them?	If you wish to raise requested changes or exceptions you will need to raise them at the RFP Stage and SSC will provide a response to specific questions or requests. You must be in compliance with the Standard Acquisition Clauses and Conditions (SACC) Manual.
Question 12 :	V
In the "Mandatory Technical Criteria" section, under point M1 – M3 and M4, the name of the client, department, etc., is requested. Can we refer a client even if it is	Yes, you can refer a client that is not a department.

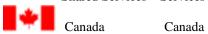
not part of a department?	Yes, only electronic
Also, I would like to confirm that only electronic copies are allowed? So we don't have to send in a paper copy?	copies are allowed. Please refer to PART 3 – BID PREPARATION INSTRUCTIONS for more details.
1.2.4 (page 4) Training Courses for SSC Facilitators - Estimated usage 10 courses. Question: Does 10 Courses equal 10 people? What is the estimated number of Facilitators being trained?	No, 10 courses does not equal 10 people to train. To train the current facilitators, there will be many participants in the same session for the first session(s). Later sessions might have a single participant. There are currently 11 facilitators. The actual number of facilitators that will be trained will vary as facilitators arrive and leave SSC throughout the duration of the contract.
Question 14:	
2.1 Standard Instructions, Clauses and Conditions (page 5) Question: Is there a specific template we need to use for this bid?	There is no specific templates to be used to submit a bid but the format needs to respect PART 3 – BID PREPARATION INSTRUCTIONS, 3.1 Bid Preparation Instructions
Question 15 :	
3.1 Bid Preparation Instructions (page 8) Question: We are a bit confused by the wording of this paragraph.	All bids need to be submitted electronically (softcopy) in the format
Are we to submit both an email (soft-copy) and a paper (hard-copy) version of our bid?	outlined under PART 3 – BID PREPARATION INSTRUCTIONS, 3.1 Bid Preparation Instructions
Question: With "Separately bound sections", do you mean we are sent you three different files? With the file naming of "Section I: Technical Bid", etc. Or one file with three different chapters?	in the RFP to Julie.Dessureault@canad a.ca

Canada

	The bid must be submitted in separate files as follows:
	Section I: Technical Bid (1 soft copy)
	Section II: Financial Bid (1 soft copy)
	Section III: Certifications not included in the Technical Bid (1 soft copy)
	Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.
Question 16 :	
Annex A, Statement of Work (Page 41) 2. DEPARTMENT'S REQUIREMENT Question: Does the department expect a tool similar to an MBTI or DISC profile? And has the departments budget been focused on the price point of an MBTI or DISC profile?	Yes, SSC is looking for a tool similar to an MBTI or DISC profile. The profile must meet the requirements established in the section 4.3 Final Reports of the Statement of Work.
	The budget for this request reflects the price point for similar psychometric tools.
Question 17 :	Correct all bids as add-
Can you please confirm that bids will only be sent by email, no paper copies required.	Correct, all bids need to be submitted electronically in the format outlined under PART 3 – BID PREPARATION INSTRUCTIONS, 3.1 Bid Preparation Instructions in the RFP
Question 18:	



Accessibility Requirements (page 43/44) When reading these pages it is unclear to us if the Facilitator system needs to be Accessibility compliant; or do the Accessibility requirements mainly apply to the Participant side of the system?	The accessibility requirements apply for the vendor's system (Online Platform)
Question 19: M2 (page 15) **One (1) resource must be bilingual and must be able to provide training and support services in French and English. Question: Can you please help us understand what is meant by "support services" as it applies to both official languages?	The vendor must be able to provide French and English support service as described in the section 4.9 Support Services in the Statement of Work.
Question 20: M3 (Page 15) - providing training, support and advice to facilitators/clients with respect to the interpretation of psychometric tools and their use for team building, leadership development and career development purposes. Question: What does "support" mean within this context?	The definition of support services can be found in the section 4.9 Support Services in the Statement of Work.
Question 21: 2 Department Requirement (Page 41) Shared Services Canada requires psychometric tool(s) and associated services to support the development of approximately 7,000 persons across the department over the next three years. The tools(s) must be appropriate for use by employees at any level, including Executives. The tool(s) will form part of the leadership development program. They will be used to gather insight regarding an individual's behaviors, skills, leadership style and psychological characteristics. In the group setting, the tool(s) should uncover characteristics regarding group dynamics which may enhance / hinder performance.	SSC delivers leadership training and team building activities. SSC facilitators must be able to select the leadership tool or the team dynamics tool depending on the activity that will be delivered.
Question: Within our product offering we offer different psychometric tools, for Personality, for Team dynamics, for Leadership (how the leader perceives themselves) and a 360 tool (how others perceive the leader). Is it the department's intention to use ALL the psychometric tools for all 7000 persons across the department? Regardless of the employees' level, including Executives? If no, could you be more specific as to the department's needs?	All the tools must meet the requirements established in the section 4.3 Final Reports in the Statement of Work. In addition, the team dynamic tool must meet the requirement of section 4.4 Team Reports.



2 Department Requirement (Page 41) The tool(s) should be based on recognized scientific research and/or industry standards such as: Myers-Briggs Type Indicator (MBTI) or the DISC system of William Moulton Marston (associated with the language of colors) so as to support the validity of results. Adaptive questioning should be used to ensure greater validation of results. Question: What exactly is meant by Adaptive questioning?	An adaptive questionnaire means that it adapts itself to the responses of the participants. For example, if a candidate answer that he is not a manager, the questionnaire will skip the questions regarding his experience as a manager.
Question 23 :	
Annex A, Statement of Work 4.7 Training Services The number of training sessions and the number of participants by session will depend on the operational needs. Question: What is the estimated number of Facilitators participating in the "train the trainer" sessions?	SSC currently has 11 facilitators that need to be trained. In the future, SSC might need to train more facilitators to replace facilitators that left or to increase its cadre of facilitators.
Question 24:	
4.8 Facilitation Question: What is the estimated number of facilitators running a workshop simultaneously?	Generally, SSC has an instructional delivery model where a single facilitator delivers a session.
Question 25 :	
4.8 Facilitation Question: What will be the estimated, maximum number of participants per workshop?	12 participants would be the maximum number of participants in the same session.
Question 26: We have difficulty in accessing the link "http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html" provided in Part 5 – 5.1.1. – Integrity Provisions –	The link provided in the RFP is correct and does direct to the proper

declaration of convicted offences.	location to access the
Could you please advise how we can get to the integrity regime website to download the forms required for this section? If possible, please provide us a proper link.	information/form. Link: http://www.tpsgc-
	pwgsc.gc.ca/ci- if/declaration-eng.html
Question 27:	
Which service providers can submit a bid?	All service providers who offer the services being sought are eligible to bid.
Question 28	
Have you invited any service providers to bid?	No, SSC has not invited any specific suppliers to bid. The RFP is open to all service providers that offer the services being sought.
Question 29	No
Is the Crown inclined to amend M1 to allow for the 2 years of experience to be within the last 5 years instead of 3?	
Question 30	To avoid confusion, it
I'd like to know if we use the wording from Annex A, or would you prefer that we write in our own words?	would be preferable to use what is written in Annex A. If you use your
PROJECT TITLE: Psychometric assessment tool(s) and services to support the development of Shared Services Canada employees and teams.	own words, please ensure that they are easy to understand and are not
1. CONTEXT: Shared Services Canada has identified the need to support the development of its leadership at all levels of the department. A key feature in leadership development involves opportunities/tools to enable individuals to better understand themselves and to engage and support the groups they lead. Following the completion of individual or team tests, facilitated discussions will take place to give participants the opportunity to interpret the results and apply the information to promote leadership growth.	confusing when compared to the wording used by SSC.



Question 31 With respect to Part 7 - Resulting Contract Clauses (page 28), does it need to be included in the technical bid, financial bid or certification?	Please refer to PART 3 - BID PREPARATION INSTRUCTIONS for more details.
Question 32 Likewise for the signed task authorization, does it need to be included in the technical bid, financial bid or certification?	The task authorization is a document used only when the contact is set up; it is not necessary to include it with your bid. Please refer to PART 3 - BID PREPARATION INSTRUCTIONS for more details.
Question 33 Insurance requirements: I have a scan of the insurance certificate to be included—does it go with the financial bid?	This document should be included in Section 1 or Section III. Please refer to PART 3 - BID PREPARATION INSTRUCTIONS for more details.
Question 34 Should the annexes be attached to the technical bid, financial bid or certifications, or should they be submitted as a separate document?	These documents should be included in Section 1 or Section III. Please refer to PART 3 - BID PREPARATION INSTRUCTIONS for more details.
Question 35 We have examples of detailed individual and team reports. Can we create a separate document, or do we include them in a specific section (technical, financial or certifications)?	Any documents concerning the evaluation of the technical aspect should be submitted with the technical section. Please refer to PART 3 - BID PREPARATION INSTRUCTIONS for more details.

Question 36

My question concerns the calculation of the pricing score (PS), specifically on the Evaluated Bid Price (Pi).

Here is an excerpt from the tender notice:

4.4.3 The lowest evaluated price (LP) of all responsive bids will be identified and a pricing score (PS), determined as follows, will be allocated to each responsive bid (i): **PSi = LP / Pi x 30**. Pi is the evaluated price (P) of each responsive bid (i).

If I look at the financial bid table, to which I randomly added numbers to get an example, the evaluated bid price (Pi) would be \$9,090. This means that a Pi at \$9,090 would be used in the calculation to determine the pricing score (PS).

ESTIMATE PROPOSED PROPOSED **PROPOSED** AVERAGE **D USAGE FIRM FIRM** FIRM **FIRM** ALL-INCLUSI ALL-INCLUSI ALL-INCLUSI **ALL-INCLUSI VE RATES VE RATES VE RATES VE RATES** (\$ CAN) (\$ CAN) (\$ CAN) (\$ CAN) Initial Option Option Period 1 Period 2 Contract **Period** (D) = (A+B+C)/3A) B) C) Psychometr 7000 \$100 \$90 \$80 \$90 assessment tests per test per test per test tool Training \$10,000 \$9,000 \$8,000 course for 10 cours \$9,000 per per per SSC course course course **Facilitators** Evaluated bid price (applicable taxes excluded) = D1+D2 \$9,090

In my opinion, if we look at the example in the above table, the evaluated price would actually be \$720,000

\$90 x 7000 tests = \$630,000 \$9,000 x 10 courses = \$90,000 Evaluated Bid Price = \$720,000 (Pi)

Can you please confirm the calculation to determine the Evaluated Bid Price (Pi)?

The evaluated bid price is as follows: D1 + D2 as indicated in ATTACHMENT 1 TO PART 3 - PRICING SCHEDULE.

AMENDMENT TO THE REQUEST FOR PROPOSAL

Canada

1. At 7.3.4 Security Requirements

DELETE:

There are no security requirement

INSERT:

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

PWGSC FILE No. R000059995

- The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS) with approved Document Safeguarding at the level of PROTECTED A ,issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
- 2. The Contractor/Offeror personnel requiring access to PROTECTED information, assets or site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CSP, PWGSC, the Contractor/ personnel MAY NOT HAVE ACCESS to PROTECTED information or assets, and MAY NOT ENTER sites where such information or assets are kept, without an escort.
- 3. The Contractor MUST NOT utilize its Information Technology systems to electronically process, produce or store PROTECTED information until the CSP, PWGSC has issued written approval. After approval has been granted or approved, these tasks may be performed at the level of PROTECTED A.
- 4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
- 5. The Contractor/Offeror must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex _____;
 - (b) Industrial Security Manual (Latest Edition)

2. At 7.10 PRIORITY DOCUMENTS

DELETE:

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;
- (c) the general conditions 2035 (2020-05-28), General Conditions Higher Complexity Services;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex C, ICT Accessibility Requirements
- (g) Annex D, Accessibility Guidance for Printed Documents
- (h) the signed Task Authorizations (including all of its annexes, if any); and

RFP R0000059995

(i) the Contractor's bid dated _____.

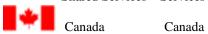
INSERT:

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;
- (c) the general conditions 2035 (2020-05-28), General Conditions Higher Complexity Services;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex C, ICT Accessibility Requirements
- (g) Annex D, Accessibility Guidance for Printed Documents
- (h) Annex E, Security Requirement Check List (SRCL)
- (i) the signed Task Authorizations (including all of its annexes, if any); and
- (j) the Contractor's bid dated _____.

3. AT ANNEX E-SECURITY REQUIREMENT CHECKLIST (SRCL)

INSERT:



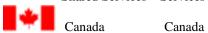


Contract Number / Numéro du contrat R000059995 Security Classification / Classification de sécurité

SECURITY REQUIREMENTS CHECK LIST (SRCL)

	ISTE DE VÉRIFIC	ATION DES EXIGENCES	RELATIVES À LA SE				
PART A - CONTRACT INFORM				- Disconstants I Discotion admin	rale ou Discotion		
 Originating Government Depar Ministère ou organisme gouve 			l l	or Directorate / Direction génér	ale ou Direction		
		Shared Services Canada		g and Development		_	
3. a) Subcontract Number / Nume	ero du contrat de sou	is-traitance 3. b) Name	e and Address of Subcor	ntractor / Nom et adresse du so	bus-traitant		
4. Brief Description of Work / Brè	ve description du tra	vail				П	
The vendor must be capable of ev	valuating individuals thre	ough an accessible online psychon	metric evaluation tool that wil	Il produce psychometric profiles. Tr	he vendor must provide		
training to SSC facilitator on how	to deliver training regard	ding the results of the psychometric	c profiles.				
E at Mall the aumalian require and	one to Controlled Co	a da 2			No V		
 a) Will the supplier require acc Le fournisseur aura-t-il accè 					✓ No Ye		
					Non L Ou		
b) Will the supplier require acc	ess to unclassified m	nilitary technical data subject to	o the provisions of the Te	echnical Data Control	No Ye		
Regulations?		halana a Whalaa a a a alaa Wh		d'anne Norm de Distance d	Non L O	ш	
		thniques militaires non classifié	ees qui sont assujetties a	ux dispositions du Regiement			
sur le contrôle des données B. Indicate the type of access rec		na d'accès ramis				-	
a) Will the supplier and its emp					No V Ye		
		accès à des renseignements of	ou à des biens PROTÉG	ÉS et/ou CLASSIFIÉS?	Non Ou	ui	
(Specify the level of access			-				
		u qui se trouve à la question 7.			_ N N.	_	
6. b) Will the supplier and its emp			quire access to restricted	access areas? No access to	No Ye		
PROTECTED and/or CLAS		r assets is permitted. 's, personnel d'entretien) auror	ntile accèe à des zones	d'accès restraintes? L'accès	L Non L Ou	"	
		ÉS et/ou CLASSIFIÉS n'est pa		u acces restremies : L'acces			
6. c) Is this a commercial courier					No Ye	98	
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7. a) Indicate the type of informat	ion that the supplier	will be required to access / Inc	diquer le type d'information	on auquel le fournisseur devra	avoir acces	\dashv	
Canada	~]	NATO / OTAN		Foreign / Étranger	· []		
7. b) Release restrictions / Restri	ctions relatives à la c	diffusion					
No release restrictions		All NATO countries		No release restrictions		\neg	
/ Countries of the coun	~	Tous les pays de l'OTAN		Aucune restriction relative			
à la diffusion	_			à la diffusion	_		
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Specify country(ies): / Préciser l	le(s) pays :	Specify country(ies): / Précis	ser le(s) pays :	Specify country(ies): / Précis	er le(s) pays :		
7. c) Level of information / Niveau	u dinformation					\neg	
PROTECTED A	7	NATO UNCLASSIFIED		PROTECTED A			
PROTÉGÉ A		NATO NON CLASSIFIÉ		PROTÉGÉ A			
PROTECTED B	=	NATO RESTRICTED		PROTECTED B			
PROTÉGÉ B		NATO DIFFUSION RESTRE	INTE	PROTÉGÉ B			
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PROTÉGÉ C		NATO CONFIDENTIAL		PROTÉGÉ C			
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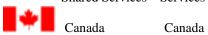




Government Gouvernement of Canada du Canada

Contract Number / Numéro du contrat R000059995 Security Classification / Classification de sécurité

DART 4 (in a Control									
	inued) / PARTIE A (suite)	Mor CLASSIEIED COMSEC i	oformation or assets?		No Yes					
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? Volume 1. No Ves										
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 Ves Non Ves									
	s) of material / Titre(s) abrégé(s) du mat	ériel :								
	Document Number / Numéro du document :									
	ART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR) 0. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis									
	RELIABILITY STATUS	CONFIDENTIAL	SECRET	☐ TOP SE	CDET					
~	COTE DE FIABILITÉ	CONFIDENTIAL	SECRET	TRÈS S						
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	SITE ACCESS ACCES AUX EMPLACEMENTS									
	Special comments:									
	Commentaires spéciaux :									
	NOTE: If multiple levels of screening a REMARQUE: Si plusieurs niveaux de				re fourni.					
	creened personnel be used for portions	of the work?			No Ves					
	onnel sans autorisation sécuritaire peut vill unscreened personnel be escorted?		u travali ?		Non Oui					
	ffirmative, le personnel en question ser				Non Oui					
DART C.SAE	EGUARDS (SUPPLIER) / PARTIE C •	MESTIDES DE DROTECTION	(EQUIDNISSELID)							
	ON / ASSETS / RENSEIGNEMENT		(POURNISSEUR)							
11. a) Will the premise	supplier be required to receive and sto	e PROTECTED and/or CLASS	SIFIED information or asse	ts on its site or	No Yes Non Oui					
	isseur sera-t-il tenu de recevoir et d'en	reposer sur place des renseig	nements ou des biens PRO	OTÉGÉS et/ou						
CLASSI	FIÉS?									
11. b) Will the	supplier be required to safeguard COM	SEC information or assets?			No Yes					
Le fourn	isseur sera-t-il tenu de protéger des re	nseignements ou des biens CC	MSEC?		NonOui					
PRODUCTIO	DN									
	roduction (manufacture, and/or repair an the supplier's site or premises?	d/or modification) of PROTECTI	ED and/or CLASSIFIED ma	terial or equipment	No Yes					
	allations du fournisseur serviront-elles à la	production (fabrication eVou ré	paration et/ou modification)	de matériel PROTÉGÉ	- Non Lou					
et/ou CL	ASSIFIÉ?									
INFORMATIO	ON TECHNOLOGY (IT) MEDIA / SUF	PORT RELATIF À LA TECHN	OLOGIE DE L'INFORMATI	ON (TI)						
	supplier be required to use its IT systems	to electronically process, produc	ce or store PROTECTED ar	nd/or CLASSIFIED	No Yes Non Oui					
	ion or data? isseur sera-t-il tenu d'utiliser ses propres	systèmes informatiques pour tra	siter, produire ou stocker éle	ctroniquement des						
	nements ou des données PROTÉGÉS et									
11, e) Will there	be an electronic link between the suppli	er's IT systems and the govern	nent department or agency	,	No Yes					
Dispose	ra-t-on d'un lien électronique entre le sys				NonOui					
gouvern	ementale?									
TBS/SCT 35	0-103(2004/12)	Security Classification / Clas	sification de sécurité		C 11:1					
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PART C -	(continued) / PARTIE C -	(suite

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's

site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

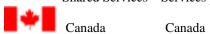
Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ				NATO COMBEC			:					
	A	В	С	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	TOP SECRET	PROTEGÉ CONFIDENTIAL SECRET SEC				TOP SECRET	
				CONFIDENTIEL		TRÉS SECRET	NATO DIFFUSION RESTRENTE	NATO CONFEDENTIEL		COSMIC TRÉS SECRET	A	В	С	CONFIDENTIEL		TRES SECRET
Information / Assets Renseignements / Biens	~	Γ														
Production			Т													
IT Media / Support TI	v															
IT Link / Lien électronique		П	П								Π					
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? If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification". Dans l'affirmative, classifier 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? V No Non 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, classifier le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec																

TBS/SCT 350-103(2004/12)

des pièces jointes).

Security Classification / Classification de sécurité





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Security Classification / Classification de sécurité	_

PART D - AUTHORIZATION / PART	IE D - AUTORISATIO	N							
13. Organization Project Authority / Chargé de projet de l'organisme									
Name (print) - Nom (en lettres moulé	Title - Titre		Signature						
Martin Gaudreau		Act. Manage	er, Leadership Team	Gaudreau, Martin Degitally signed by Gaudreau, Martin Date: 2020.07.28 16:33:26-04'00'					
Telephone No Nº de téléphone	Facsimile No Nº de	télécopieur	E-mail address - Adresse cour	rriel Date					
873-354-0680			martin.gaudreau@canada.ca		28-07-2020				
14. Organization Security Authority /	Responsable de la séc	curité de l'organ	isme						
Name (print) - Nom (en lettres moulé	es)	Title - Titre		Signature					
Steve Ross		A/Chief Sec	curity Officer	Store	Ross	Capitally signed by: Ness, Sleve O'U CN + Ress, Sleve C + CR O + GC OU + SSC- SPC Date: 2018.08.11 1743214 60507			
Telephone No N° de téléphone	Facsimile No Nº de	télécopieur	E-mail address - Adresse cour steve.ross@canada.ca	riel	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 Yes Oui								
16. Procurement Officer / Agent d'ap	provisionnement								
Name (print) - Nom (en lettres moulé	es)	Title - Titre		Signature					
	-			-					
Telephone No Nº de téléphone	Facsimile No Nº de	télécopieur	E-mail address - Adresse cou	ırriel	Date				
			L						
	er	matière de séc	curité			C Distriction of the Clark			
Lyndsay Clark - Contract Se	Title - Titre		Glark, Lyndsay		Digitally signed by Clark, Lyndsay				
				1 /		Date: 2020.08.13 08:20:05			
Lyndsay.clark@tpsgc.pwgsc	.gc.ca			Lynas	ody /	-04'00'			
(613) 957-9388	de	télécopieur	E-mail address - Adresse cou	ırriel	Date				

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