



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des
soumissions - TPSGC

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau, Québec K1A 0S5

Bid Fax: (819) 997-9776

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

**Proposal To: Public Works and Government
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 therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux 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-annexée, au(x) prix indiqué(s).

Comments - Commentaires

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT / CE DOCUMENT CONTIENT DES
EXIGENCES RELATIVES À LA SÉCURITÉ

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Electrical & Electronics Products Division

L'Esplanade Laurier

East Tower, 4th floor,

Ottawa

Ontario

K1A 0S5

Title - Sujet CBSA, CCTV AT JEAN-LESAGE AIRPORT		
Solicitation No. - N° de l'invitation 47419-189043/B	Date 2020-10-22	
Client Reference No. - N° de référence du client 1000339042		
GETS Reference No. - N° de référence de SEAG PW-\$\$HN-467-79230		
File No. - N° de dossier hn467.47419-189043	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-12-03		Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>		
Address Enquiries to: - Adresser toutes questions à: Dubé, Robert		Buyer Id - Id de l'acheteur hn467
Telephone No. - N° de téléphone (613) 296-1526 ()	FAX No. - N° de FAX (613) 943-7620	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CANADA BORDER SERVICES AGENCY NC REGION Ottawa Ontario K1A 0L5 Canada		

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
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

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THIS SOLICITATION CANCELS AND SUPERSEDES THE PREVIOUS REQUEST FOR PROPOSAL # 47419-189043/A, DATED AUGUST 29, 2018 WHICH WAS CLOSING AT 2:00 P.M. ON NOVEMBER 1, 2018.

PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work (SOW), the Pricing Sheet, the Basis of Payment, Security Requirements, and the Federal Contractors Program for Employment Equity - Certification, the Task Authorizations Form, the Insurance Requirements and any other annexes.

1.2 Summary

- 1.2.1** The Canada Border Services Agency (CBSA) has a requirement to upgrade and expand their current closed circuit television (CCTV) system at the Jean Lesage International Airport in Québec (Québec).

The work includes the design, supply, installation, testing, provide operational and technical training and establish maintenance and support agreements for the upgrade and expand their current closed circuit television (CCTV) system at the Jean Lesage International Airport at 500 Principale Street Quebec (Quebec) as described in the Statement of Work (SOW) (Refer to Annex A). Work will have to be accomplished with minimum disruption to the daily operation and security of the site.

The Contractor must provide the documentation and the technical drawings in relation to the installation as well as train the employees in the use of the CCTV system, as described in the present document.

The Contractor will also be required to perform additional minor tasks as part of the turn key commissioning of the system. This includes, but is not limited to, role management programing, images viewing configurations, adjustment of installed cameras.

Delivery is requested to be completed within **16 weeks** after contract award.

- 1.2.2** There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses.
- 1.2.3** The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA).and the Canadian Free Trade Agreement (CFTA).

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1.3 Debriefings

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

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PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

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

The 2003 (2020-05-28) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: 60 days
Insert: 120 days

2.2 Submission of Bids

In light of the current COVID-19 pandemic, it is recommended that all suppliers submit their bid using the epost Connect:

Given that many people are currently working from home and in an effort to reduce the spread of the Coronavirus disease (COVID-19) within communities, bidders are highly encouraged to transmit their bid electronically using the epost Connect service.

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated in the bid solicitation.

Note: For bidders choosing to submit using epost Connect for bids closing at the Bid Receiving Unit in the National Capital Region (NCR) the email address is:

tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca

Note: Bids will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions 2003, or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

If you experience difficulties with the epost connect system, you may contact our Bids Receiving Unit at the following address for assistance:

tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca

Do not send any bid or offer directly to that email address.

Bids must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date and time indicated on page 1 of the bid solicitation:

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

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2.3 Enquiries - Bid Solicitation

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

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in **(to be inserted at contract award)**.

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

2.5 Improvement of Requirement during Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least fourteen (14) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.6 SITE VISIT NOT AVAILABLE

In light of the COVID-19 situation, Government restrictions on public gatherings and physical distancing requirements are limiting the ability to provide traditional site visits. Due to its immediate requirement, the Canada Border Services Agency (CBSA) has decided to distribute detailed information about its current installation and requirement to interested bidders following the signature of a non-disclosure agreement (NDA). A teleconference will take place, in replacement of a site visit, where clarifications will be provided and questions will be answered.

ADDITIONAL SPECIFICATIONS / INFORMATION AVAILABLE VIA EMAIL

Due to the nature of the work taking place at the facility and the Security Requirements, photos and/or videos of the Quebec Jean Lesage International Airport areas of interest will be provided to bidders via email.

IMPORTANT NOTE:

Interested bidders **must email the Contracting Authority at robert.dube@tpsgc-pwgsc.gc.ca no later than November 5, 2020** to request a copy of the additional information that have been made available. Bidders are requested to clearly identify the name of the participant, the name of the company, e-mail address and telephone number.

Bidders **must include a completed Annex E, Non-disclosure Agreement for Solicitation and Contract**, with the request for specifications for each individual that will have access to them.

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Contracting Authority:

Robert (Bob) Dubé
Public Works and Government Services Canada - Acquisitions Branch
Industrial Products and Vehicles Procurement Directorate - "HN" Division
Email: Robert.dube@tpsgc-pwgsc.gc.ca

BIDDERS' CONFERENCE (TELECONFERENCE)

Date, Time and Call-in Details of the bidders' conference (teleconference) will be provided upon acceptance of bidder's request for information via email.

The scope of the requirement outlined in the bid solicitation will be reviewed during the conference and questions will be answered. It is recommended that bidders who intend to submit a bid attend.

Bidders should provide, in writing, to the Contracting Authority, the name(s) of the person(s) who will be attending.

To ensure consistency and fairness to all Bidders, any clarifications or changes to the bid solicitation, all questions and answers will be recorded and then submitted to the Contracting Authority who will issue an amended RFP for all Bidders to view the non-restricted information resulting from the bidder's conference.

Bidders who do not attend the bidder's conference will not be precluded from submitting a bid.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

- If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions.

The bid must be gathered per section and separated as follows:

Section I: Technical Bid
Section II: Management Bid
Section III: Support Bid
Section IV: Financial Bid
Section V: Certifications
Section VI: Additional Information

- If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid (3 hard copies and 2 soft copies on CD, DVD or USB key)

Section II: Management Bid (3 hard copies and 2 soft copies on CD, DVD or USB key)

Section III: Support Bid (3 hard copies and 2 soft copies on CD, DVD or USB key)

Section IV: Financial Bid (1 hard copy and 1 soft copy on CD, DVD or USB key)

Section V: Certifications (1 hard copy and 1 soft copy on CD, DVD or USB key)

Section VI: Additional Information (1 hard copy and 1 soft copy on CD, DVD or USB key)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

NOTE: Due to the nature of the bid solicitation, bids transmitted by facsimile will not be accepted.

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and

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- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

The Technical, Management and Support Bids must be concise and address, but not necessarily be limited to, the points that are subject to the evaluation criteria against which the Bid will be evaluated. Bidders must address the evaluation criteria in sufficient depth in their bid. Simply repeating the statement contained in the solicitation document is not sufficient. Bidders must explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

In order to facilitate the evaluation of the Bid, Canada requests:

- Bidder to include a Table that addresses on a paragraph by paragraph basis the Statement of Work (SOW) by indicating the paragraph and page number where the subject topic is addressed and indicating comply, understood, noted or not applicable. Bidders must provide reference within their bid package where they address their compliance.
- Bidders to address and present topics in the order of the Statement of Work (SOW) under the same headings.
- Bidders to avoid duplication by identifying the specific paragraph and page number where the subject topic has already been addressed in the Bid.

Section II: Management Bid

In their management bid, Bidders must describe their capability and experience, the project management team and provide client contact(s).

Section III: Support Bid

In their support bid, Bidders must demonstrate their understanding of the requirement and describe how they intend to meet the support requirements (operator/ maintenance training, manuals, spare parts list and plan).

Section IV: Financial Bid

3.1.1 Bidders must submit their financial bid as per the format of Annex B – Basis of Payment in accordance with the following Basis of Pricing. The total amount of Applicable Taxes must be shown separately.

3.1.2 Basis of Pricing

All prices must be firm in Canadian dollars, Delivery Duty Paid (Destination), Goods and Services Tax or the Harmonized Sales Tax extra, transportation costs to destination and all applicable Custom Duties and Excise Taxes included.

3.1.2.1 Design and Equipment

The bidder must submit a firm lot price for the design and related equipment for the Closed Circuit Television System (CCTV) Equipment for the Jean Lesage International Airport in Quebec (Quebec), excluding spare parts and test equipment.

3.1.2.2 Installation and Testing Costs

The bidder must submit a firm lot price. The price must include all costs, including travel and living, related to the installation and testing of the equipment.

3.1.2.3 Testing of Equipment for Emergency Repairs, Delays and Task Authorizations

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The bidder must submit a firm hourly rate for installation and testing during and outside normal working hours for each labour category required.

These hourly rates will apply for emergency repairs, delays and Task Authorizations and will be in effect for the entire length of any resulting contract.

Normal working hours are Monday to Friday, 7:30 to 16:00 with exception of statutory holidays.
In order to complete the work within the time line provided, additional hours outside of the noted normal hours may be incurred.

3.1.2.4 Travel and living expenses

The bidder must indicate if there are travel and living expenses associated with the installation and testing of the equipment (excluding training). Where applicable, the bidder must submit a firm lot price, the estimated number of people and the estimated number of days, and the breakdown of the Firm Lot Price as indicated in Annex B – Basis of Payment.

3.1.2.5 On-site training as detailed in the SOW, section 7.3.

The bidder must submit a firm lot price for on-site training session, taking into account travel expenses.

3.1.2.6 Documentation

The bidder must submit a firm lot price for the following:

As-built drawings as detailed in SOW, section 7.3.

Operator and Maintenance Manuals as detailed in SOW, section 7.3

3.1.2.7 Software / Integration

The bidder must submit a firm lot price for the software / integration.

3.1.2.8 Option 1: Contractors Recommended Spare parts and Test Equipment

The bidder must submit a Spare Parts and/or Test Equipment List identifying each recommended spare parts and/or test equipment required. The bidder must also submit a firm unit price for each recommended spare part required and pricing for the item(s) in Annex B.

3.1.2.9 Bid Firm Lot Price Cost Breakdown

Prior to contract award Bidders must provide a line by line breakdown of the material and labour used to calculate the Bid Prices for Equipment and Design Lot Price identified within Annexe "B" - Basis of Payment.

The pricing provided will be used to calculate the cost of any Task Authorizations throughout the life of the contract.

3.1.3 Exchange Rate Fluctuation

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

Section V: Certifications

Bidders must submit the certifications required under Part 5.

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

Section VI: Additional Information

3.1.4. Delivery Offered

While delivery is requested as indicated above, the best delivery that could be offered is **(Bidder to insert a date).**

3.1.5 Contractor Contacts

Name and telephone number of the person responsible for:

General enquiries	Delivery follow-up
Name: _____	Name: _____
Telephone No.: _____	Telephone No.: _____
Facsimile No.: _____	Facsimile No.: _____
E-mail address: _____	E-mail address: _____

3.1.6 Warranty Repairs

It may be necessary for warranty repairs to be performed on site. You are requested to provide response time and location of nearest office/depot providing staff for this work. Response time shall not exceed forty-eight (48) hours. The contact person is as follows:

Response Time: _____
Name: _____
Telephone No.: _____
Facsimile No.: _____
Email/Internet Address: _____

3.1.7 Emergency Services / Repairs

If requested by the Canada Border Services Agency (CBSA), the Contractor shall be required to provide on-site emergency service/repairs not covered under the warranty provision of the General Conditions 2030 during the contract period. The emergency crew shall be paid as indicated herein. The response time shall not exceed four (4) hours. The contact person is as follows:

Name: _____
Telephone No.: _____
Facsimile No.: _____
Email/Internet Address: _____

3.1.8 Lifetime Spares

It shall be a condition of any contract resulting here from that the Contractor undertakes to supply spare parts for the equipment proposed during the life expectancy of the equipment.

The Bidder must indicate the number of years for the life of the equipment: _____ years.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

For the purpose of the Evaluation Process only, "Bidder" means the person or entity (or, in the case of a joint venture, the persons or entities) submitting a bid to perform a contract for goods, services or both. It may also include the parent or subsidiaries of the Bidder.

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

The Technical, Management and Support Bids should be concise and address, but not necessarily be limited to, the points that are subject to the evaluation criteria against which the Bid will be evaluated. Bidders should address the evaluation criteria in sufficient depth in their bid. Simply repeating the statement contained in the solicitation document is not sufficient. Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

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- Bidders to address and present topics in the order of the Statement of Work (SOW) under the same headings.
- Bidders to avoid duplication by identifying the specific paragraph and page number where the subject topic has already been addressed in the Bid.

4.1.1.1 Mandatory Technical Criteria

Simply stating a compliancy to a criteria is insufficient. Bidders must present a clearly organized, printed (i.e., not handwritten) proposal that includes all necessary technical and descriptive information, in order to clearly demonstrate their compliancy to all items presented in the Statement of Work (SOW) at Annex A, as well as related specifications.

Responses will be evaluated on a simple, stringent pass/fail basis. Proposals not meeting each mandatory requirement will be considered non-responsive (non-compliant) and given no further consideration.

- Address, as described, Annex A, Statement of Work (SOW)
- Bidders must obtain the required minimum points (70%) for each of the following evaluation criteria – technical, management and support, which are subject to point rating;
- Bidder must clearly identify in their Bid the name of the following resources assigned to the Project:
 - 1. Project Manager;
 - 2. Primary Back-up Project Manager;
 - 3. Project Supervisor;
 - 4. Primary Back-up Project Supervisor;
 - 5. Technician; and
 - 6. Primary Back-up Technician.

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- Bidders must obtain the required minimum points identified in Attachment 1 - Evaluation Criteria, Sections 1.1, 1.2.1, 2.2.1, 2.2.2 and 2.2.3.

The technical bid should be structured in the same format as the Statement of Work presented at Annex A, through which the bidder will clearly explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

4.1.1.2 Point Rated Technical Criteria

The Technical, Management and Support Bid will be evaluated and rated as per Attachment 1 to Part 4 – Point Rated Evaluation Criteria and Scoring Sheet.

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

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

The following Mandatory factors will be taken into consideration in the evaluation of each bid;

Compliance with Basis of Pricing; and
Prices must be submitted for all items listed in the Annex B – Basis of Payment

4.2 Basis of Selection

The responsive Bidder with the lowest evaluated aggregate bid price will be recommended for award of a contract.

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ATTACHMENT 1 TO PART 4 – POINT RATED EVALUATION CRITERIA AND SCORING SHEET

1 Point Rated Technical Proposal Criteria

The Bidder must obtain an overall pass score of 70 percent of the Technical Proposal and achieve the minimum mandatory points identified for each criterion, as applicable. The rating is performed on a scale of 100 points. The Technical Proposal should include, but not be limited to:

Point Rated Technical Proposal Criteria	Pts	Comments
<p>1.1 Understanding of the Technical Requirements (a maximum of 45 points is available)</p> <p>Demonstrate understanding of the technical requirements of the system which must include sufficient detail such as preliminary drawings, diagrams, photographs and sketches showing system architecture, equipment configuration, and technical information / literature/brochure on products offered.</p> <p>The Bidder's Technical Proposal will be specifically reviewed to determine whether the proposed solution meets the requirements defined in the Statement of Work (SOW) and supporting documents.</p> <p>The Bidder should demonstrate that the requirements as identified in the SOW and supporting documents have been met, by clearly describing how these will be achieved.</p> <p>(0 points) The proposal indicates that the Bidder does not understand the requirements identified in the SOW and supporting documents.</p> <p>(35 points) The proposal indicates that the Bidder understands the main concept of what is required. The Bidder's solution meets the operability, environmental, reliability, maintainability, testing and validation requirements.</p> <p>(45 points) The proposal clearly indicates that the proposed solution exceeds the requirement in at least 2 instances that are specifically and uniquely identified in the Technical Proposal</p> <p>*Minimum mandatory points required: 35</p>		

1.2 Quality Assurance and Acceptance Test Plans Description of the proposed quality assurance procedures/processes and acceptance test plan(s) to ensure quality requirements are met and how the Bidder intends to demonstrate to the Crown that the system functions correctly, both off site (Factory Acceptance Testing) and following on-site installation (Site Acceptance Testing). A detailed list of tests to be performed with pass/fail parameters should be provided. Maximum points are broken down as follows:		
Point Rated Technical Proposal Criteria	Pts	Comments
1.2.1 Quality Assurance (a maximum of 16 points is available) How the Bidder intends to ensure quality requirements are met, a description of inspection, testing, and documentation procedures as well as quality metrics. (2 points per item) The Bidder will be awarded two points per element for clearly indicating how the proposal will meet each of the elements identified below to a limit of 16 points. The following is a list of elements pertaining to quality assurance. The proposal indicates: <ul style="list-style-type: none"> a) That the Bidder has quality assurance procedures and processes; b) That the results will be recorded/analyzed and conflicts will be resolved; c) When, how and by whom the quality requirements will be reviewed; d) How documents and data will be controlled; e) Relevant quality control processes for purchases; f) How the production, assembly and on-site installation processes will be controlled to ensure quality requirements are met; g) How measuring and test equipment is controlled and describes the format and test results to be provided; h) How non-conforming products are identified and controlled to prevent misuse until proper disposal. 		
*Minimum mandatory points required: 6		
Sub-section Total		
1.2.2 Site Acceptance Test Plan (a maximum of 20 points is available) How the Bidder intends to demonstrate to the Crown that the system functions correctly after installation (Site Acceptance Testing), a detailed list of tests to be performed with pass/fail parameters should be provided. (4 points per item) The Bidder will be awarded four points per item for clearly indicating how the proposal will meet each of the items identified above in a) through e) to a limit of 20 points. The proposal indicates that the Bidder has: <ul style="list-style-type: none"> a) Demonstrated the requirements for testing the system after installation (Site Acceptance Testing); b) Provided a test plan; c) Provided test sheets; d) Provided test sheets including pass/fail parameters; e) Provided test sheets, including specific parameters. 		

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1.3 Technical Risk Elements (a maximum of 19 points is available) How the Bidder intends to meet the technical requirements, a description of the technical risks elements detailing how the Bidder intends to mitigate them. The risks identified must be limited to a minimum of two Technical concerns only as non-Technical risks are evaluated separately. (0 points) The proposal indicates that the Bidder has not identified: a) A minimum of two Technical risk elements, nor b) Technical risk mitigation. (10 points) The proposal indicates that the Bidder has identified : a) Two or more Technical risk elements, and b) Risk management process, but c) Bidder does not provide a technical risk mitigation plan. (14 points) As above, plus the Bidder has provided a) A risk mitigation plan. (19 points) The proposal indicates that the Bidder has as above, plus: a) Identified the impact of the technical risks; b) Associated the technical risks with the bidder, supplier, subcontractor, customer, integration, or equipment performance; c) Described mitigation strategies for the identified technical risks; d) Identified decision points for any approaches proposed to mitigate technical risks; e) Proposed approaches to the mitigation of technical risk that support the requirements of the project.		
Sub-Section Total		
Total Technical Proposal (maximum 100 points)		

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2 Point Rated Project Management Proposal Criteria

The Bidder must obtain an overall pass score of 70 percent for the Project Management Proposal and achieve the minimum mandatory points identified for each criterion, as applicable. The rating is performed on a scale of 100 points. The Project Management Proposal should include, but not be limited to:

2.0 Previous Project Management Experience The Bidder, the project manager, the project supervisor and the technicians will be evaluated The proposal must demonstrate a detailed description of the qualification and previous experience pertaining to similar projects in terms of size, tasks, clients, and responsibilities.		
Point Rated Project Management Proposal Criteria	Pts	Comments
2.1 Experience of the Bidder within the last four (4) years (a maximum of 10 points is available) (2 points per item) The Bidder will be awarded two points per item for clearly indicating how the proposal will meet each of the items identified in a) through e) to a limit of 10 points. Similar project(s) that have been successfully completed and have provided them with experience pertaining to the following elements. a) Similarity of project in terms of scope and/or clients; b) Dollar value over \$100K; c) Installation; d) Training; e) Drawings and Manuals		
Sub-Section Total		

<p>2.2.1 Project Manager's (and Primary Back-up Project Manager) Overall Experience (years, size of project & complexity) and Qualifications (a maximum of 12 points is available)</p> <p>The proposal should indicate that the designated Project Manager and Primary Back up Project Manager should both have:</p> <ul style="list-style-type: none"> a) The stated levels of experience in the design, supply, installation and integration of systems similar to those described in the STR. b) Professional Certification(s) –at least one of PMP, PMI, MBA, P. Eng. or demonstrated equivalent certification. <p>For each resource identified, the following information / documentation should be provided in the order described below:</p> <ul style="list-style-type: none"> a) A detailed description, (including dates – Month and Year) the number of years of experience in the specified role for similar projects in terms of size, dollar value, complexity, tasks, clients, responsibilities etc. b) A copy of their certification, degree and/or diploma to demonstrate the criteria. <p>Please Note: Points are assessed on a team basis (Project Manager and Primary back-up Project Manager), based on combined overall experience.</p> <p>(0 points) – Project Manager & Primary Back-Up Project Manager One or both lack experience with projects of similar size and complexity, regardless of professional certifications</p> <p>(4 points) – Project Manager & Primary Back-Up Project Manager At least one has:</p> <ul style="list-style-type: none"> i. Less than 4 years of experience with projects of similar size and complexity; and ii. No professional certifications <p>(6 points) – Project Manager & Primary Back-Up Project Manager At least one has:</p> <ul style="list-style-type: none"> i. Less than 4 years of experience with projects of similar size and complexity; and ii. Professional certifications <p>(8 points) – Project Manager has:</p> <ul style="list-style-type: none"> i. Between 4 and 10 years of experience with projects of similar size and complexity; and ii. Professional certifications <p>And</p> <p>– Primary Back-Up Project Manager has:</p> <ul style="list-style-type: none"> i. Less than 4 years of experience with projects of similar size and complexity; and ii. Professional certifications <p>(12 points) – Project Manager & Primary Back-Up Project Manager Both have</p> <ul style="list-style-type: none"> i. Greater than 10 years of experience with projects of similar size and complexity; and ii. Professional certifications <p>*Minimum mandatory points required: 6</p>		<p>NOTE TO BIDDERS:</p> <p>If neither of the resources have experience with projects of similar size and complexity, then combined, you get 0 point.</p> <p>If at least one of the resources has less than 4 years of experience and no professional certifications, then combined, you get 4 points.</p> <p>If at least one of the resources has less than 4 years of experience and professional certifications, then combined, you get 6 points.</p> <p>If the Project Manager has between 4 and 10 years of experience and the Primary Back-Up Project Manager has less than 4 years of experience and both resources have professional certifications, then combined, you get 8 points.</p> <p>If both resources have more than 10 years of experience and professional certifications, then combined, you get 12 points.</p>
Sub-Section Total		

<p>2.2.2 Project Supervisor's (and Primary Back-Up Project Supervisor's) Overall Experience (years, size of project & complexity) and Qualifications (a maximum of 8 points is available)</p> <p>The proposal should indicate that either the designated Project Supervisor or Primary Back up Project Supervisor has the stated levels of experience in the design, supply, installation and integration of systems similar to those described in the STR.</p> <p>For each resource identified, the following information / documentation should be provided in the order described below:</p> <ul style="list-style-type: none"> a) A detailed description, (including dates – Month and Year) the number of years of experience in the specified role for similar projects in terms of size, dollar value, complexity, tasks, clients, responsibilities. b) A copy of their professional or technical certification, degree or diploma in any of the electrical, electro-mechanical, electronics, mechanical, software development, computer programming, network technology or telecommunications fields. <p>Note: Certifications from Manufacturer's courses are not considered as equivalent to a Diploma.</p> <p>Please Note: Points are assessed on a team basis (Project Supervisor or Primary Back up Project Supervisor), based on combined overall experience.</p> <p>(0 points) – Project Supervisor & Primary Back-Up Project Supervisor One or both lack supervisory experience with projects of similar size and complexity, regardless of professional certifications.</p> <p>(4 points) – Project Supervisor & Primary Back-Up Project Supervisor At least one has:</p> <ul style="list-style-type: none"> i. Less than 4 years Supervisory experience with projects of similar size and complexity; and ii. No professional or technical certifications <p>(6 points) – Project Supervisor has:</p> <ul style="list-style-type: none"> i. Between 4 and 10 years Supervisory experience with projects of similar size and complexity; and ii. Professional or technical certifications. <p style="text-align: center;">And</p> <p>– Primary Back-Up Project Supervisor has:</p> <ul style="list-style-type: none"> i. Less than 4 years Supervisory experience with projects of similar size and complexity; and ii. No professional or technical certifications <p>(8 points) – Project Supervisor & Primary Back-Up Project Supervisor Both have</p> <ul style="list-style-type: none"> i. Greater than 10 years Supervisory experience with projects of similar size and complexity; and ii. Professional or technical certifications <p>*Minimum mandatory points required: 4</p>		<p>NOTE TO BIDDERS:</p> <p>If neither of the resources have experience with projects of similar size and complexity, then combined, you get 0 point.</p> <p>If at least one of the resources has less than 4 years of experience and no professional or technical certifications, then combined, you get 4 points.</p> <p>If the Project Supervisor has between 4 and 10 years of experience with professional or technical certifications and the Primary Back-Up Project Supervisor has less than 4 years of experience and no professional or technical certifications, then combined, you get 6 points.</p> <p>If both resources have more than 10 years of experience with professional or technical certifications, then combined, you get 8 points.</p>
Sub-Section Total		

<p>2.2.3 Technician and Primary Back-up Technicians' Overall Experience (years, size of project & complexity) and Qualifications (a maximum of 8 points is available)</p> <p>The proposal should indicate that either the designated Technician or Primary Back up Technician has the stated levels of experience in the design, supply, installation and integration of systems similar to those described in the STR.</p> <p>For each resource identified, the following information / documentation should be provided in the order described below:</p> <ul style="list-style-type: none"> a) A detailed description, (including dates – Month and Year) the number of years of experience in the specified role for similar projects in terms of size, dollar value, complexity, tasks, clients, responsibilities b) A copy of their technical certifications in any of the electrical, electro-mechanical, electronics, mechanical, software development or computer programming including, certifications from Manufacturer's courses. <p>Please Note: Points are assessed on a team basis (Technician or Primary Back up Technician), based on combined overall experience.</p> <p>(0 points) – Technician & Primary Back-Up Technician One or both lack experience with projects of similar size and complexity, regardless of technical certifications</p> <p>(4 points) – Technician & Primary Back-Up Technician At least one has:</p> <ul style="list-style-type: none"> i. Between 6 months and 4 years of experience with projects of similar size and complexity; and ii. No Technical or manufacturers certifications <p>(6 points) – Technician has:</p> <ul style="list-style-type: none"> i. Between 4 and 10 years of experience with projects of similar size and complexity; and ii. Technical or manufacturers certifications. <p style="text-align: center;">And</p> <p>– Primary Back-Up Technician</p> <ul style="list-style-type: none"> i. Between 6 months and 4 years of experience with projects of similar size and complexity; and ii. No technical or manufacturers certifications. <p>(8 points) – Technician & Primary Back-Up Technician Both have</p> <ul style="list-style-type: none"> i. Greater than 10 years of experience with projects of similar size and complexity; and ii. Technical or manufacturers certifications. <p>*Minimum mandatory points required: 4</p>		<p>NOTE TO BIDDERS:</p> <p>If neither of the resources have experience with projects of similar size and complexity, then combined, you get 0 point.</p> <p>If at least one of the resources has between 6 months and 4 years of experience and no technical or manufacturers certifications, then combined, you get 4 points.</p> <p>If the Technician has between 4 and 10 years of experience with technical or manufacturers certifications and the Primary Back-Up Technician has between 6 months and 4 years of experience and no technical or manufacturers certifications, then combined, you get 6 points.</p> <p>If both resources have more than 10 years of experience and technical or manufacturers certifications, then combined, you get 8 points.</p>
Sub-Section Total		

<p>2.2.4 The proposal indicates that one or more of the identified resources (stated in response to evaluation criteria 2.2.1, 2.2.2 and 2.2.3) has stated levels of experience in the design, supply, installation and integration of the systems similar to those described in the SOW, as follows: (a maximum of 10 points is available)</p> <p>(0 points) No stated experience.</p> <p>(4 points) Stated experience with private industry or Provincial Governments.</p> <p>(8 points) Stated experience with other Border Services Agency or similar organizations.</p> <p>(10 points) Stated experience with Canada Border Services Agency (CBSA).</p>		
<p style="text-align: right;">Sub-Section Total</p>		
<p>2.3 Project Management Structure and Procedures Project management structure and procedures describing the implementation of this project.</p>		
<p>Point Rated Project Management Proposal Criteria</p>	<p>Pts</p>	<p>Comments</p>
<p>2.3.1 Project Management Organization and Responsibilities (a maximum of 10 points is available)</p> <p>This refers only to management personnel and the way that the Bidder plans to organize the project team for this contract.</p> <p>(0 points) The proposal indicates that the Bidder has:</p> <ul style="list-style-type: none"> a) No project management organization in place, b) No plans identified to designate a separate project management team. <p>(4 points) The proposal indicates that the Bidder has:</p> <ul style="list-style-type: none"> a) No project management organization in place; b) A well-developed plan in place to set up a team of trained personnel. <p>(8 points) The proposal indicates that the Bidder has:</p> <ul style="list-style-type: none"> a) A project management organization/structure defined with 'matrix' personnel resources that can be made available to this project; b) Personnel are identified for the positions of Project Manager, the Project Supervisor, Technicians and Electricians. <p>(10 points) The proposal indicates that the Bidder has:</p> <ul style="list-style-type: none"> a) As above; plus b) A well-defined Project Management structure; c) Identified the Personnel that will be executing specific tasks; d) Clearly defined the responsibilities of these Personnel. 		
<p style="text-align: right;">Sub-Section Total</p>		

<p>2.3.2 Project Management Procedures (a maximum of 12 points is available)</p> <p>This criterion will rate the systems used by the Bidders to implement their project management approach.</p> <p>(0 points) The proposal indicates that Project Management (PM) implementation is not addressed.</p> <p>(4 points) The proposal indicates that PM implementation is addressed but the Bidder has not provided sufficient details to demonstrate that a fully functional PM system is in place.</p> <p>(8 points) The proposal indicates a Project Management system is in place that will allow the bidder to manage the project and has identified:</p> <ul style="list-style-type: none"> a) A project management organization/structure with 'matrix' personnel resources that will be made available to this project; b) Personnel for the positions of Project Manager, Project Supervisor, Technicians and Electricians; <p>(12 points) - As above plus:</p> <ul style="list-style-type: none"> a) Project management based on employment of Program Evaluation Review Technique (PERT) or Critical Path Method (CPM); b) Work breakdown structure is linked to project management; c) The PM system closely tracks status and progress of tasks. 		
Sub-Section Total		
<p>2.4 Schedule, Milestones and Project Management Tools</p> <p>A project schedule of events for all deliverables with milestones and rationale of how realistic and achievable they are should be provided. Availability and usage of a Project Management specific tool and the capability and implementation of supporting a secure customer facing portal that provides real time access to project specific information, including schedules and all customer facing project drawings and documents.</p>		
Point Rated Project Management Proposal Criteria	Pts	Comments

<p>2.4.1 Schedule/Milestones (a maximum of 10 points is available)</p> <p>A project schedule/schedule of events for all deliverables with milestones and rationale of how realistic and achievable they are including tools for addressing project slippage.</p> <ul style="list-style-type: none"> a) Major milestones are identified. b) Logical sequence is proposed. c) Contingency time identified. d) Time estimates are realistic. <p>(0 points) The proposal schedule only addresses 1 of the 4 areas identified above.</p> <p>(5 points) The proposal schedule only addresses 2 of the 4 areas identified above.</p> <p>(8 points) The proposal schedule addresses 3 of the 4 areas identified above.</p> <p>(10 points)</p> <ul style="list-style-type: none"> a) The proposal schedule addresses all of the 4 areas identified above; and b) The proposed schedule contains milestones, significant contract events, projected delivery dates and production schedules. 		
Sub-Section Total		
<p>2.4.2 Project Management Tools (a maximum of 10 points is available)</p> <p>These criteria will rate the Bidder on their availability and usage of a Project Management (PM) specific tool and capability of supporting a secure customer facing portal provides real time access to project specific information, including schedules and all customer facing project drawings and documents.</p> <p>(0 points)The proposal indicates that the Bidder has not identified the PM specific software.</p> <p>(8 points)The proposal indicates that the Bidder has identified the specialized PM software but does not support a secure customer facing portal that provides real time access to project specific information.</p> <p>(10 points)The proposal indicates that the Bidder has identified the specialized PM software and supports a secure customer facing portal that provides real time access to project specific information including schedules, reports and meeting minutes.</p>		
Sub-Section Total		

<p>2.4.3 Project Risks Elements (a maximum of 10 points is available)</p> <p>A description of the project risks, excluding all <u>technical</u> risks previously identified, related to the proposed approach and processes for managing all project risk elements (such as resources, cost, schedule and all external elements) of the project detailing how well the Bidder understands the project risks and how they propose to mitigate them.</p> <p>(0 points) The proposal indicates that the Bidder has <u>not</u> clearly identified any:</p> <ul style="list-style-type: none"> a) Non-technical risks associated with the project; and b) Non-technical risk mitigation plan. <p>(4 points) The proposal indicates that the Bidder has clearly identified:</p> <ul style="list-style-type: none"> a) The non-technical risks associated with the project, including impacts: <ul style="list-style-type: none"> i. Management ii. Schedule iii. Scope changes iv. Financial impact v. Resource issues b) Their non-technical risk management process, c) That the Bidder has <u>not</u> provided a non-technical risk mitigation plan. <p>(8 points) The proposal indicates that the Bidder has clearly identified:</p> <ul style="list-style-type: none"> a) As above, plus, b) Their non-technical risk mitigation plan. <p>(10 points) The proposal indicates that the Bidder has clearly identified:</p> <ul style="list-style-type: none"> a) As above; plus b) The identified risks are appropriately associated with the Bidder, Subcontractor, Customer, Integration, or Equipment Performance; c) That the proposed non-technical mitigation approaches are closely aligned with the requirements of the project; d) The decision points are identified and aligned with the proposed risk mitigation approaches. 		
Sub-Section Totals		
Total Project Management Proposal (maximum 100 points)		

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3 Point Rated Support Proposal Criteria

The Bidder must obtain an overall pass score of 70 percent for the Support Proposal and achieve the minimum mandatory points identified for each criterion, as applicable. The rating is performed on a scale of 100 points. The Support Proposal should include, but not be limited to:

Point Rated Support Proposal Criteria	Pts	Comments
3.0 Operator Training Plan Outline, Training and Manuals An understanding of the Operator Training requirements. Description of the proposed training plan, approach, team and information to meet the Operator training requirements. Maximum points are broken down as follows:		
Point Rated Support Proposal Criteria	Pts	Comments
3.1.1 Operator training plan outline (a maximum of 15 points is available) (0 points) The proposal indicates that the operator training plan outline does not meet the requirements. (12 points) The proposal indicates that the operator training plan outline meets the requirements. (15 points) The proposal indicates that the operator training plan outline: a) Meets the requirements; and b) Exceeds the minimum requirements as identified within the SOW in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.		
Sub-Section Total		
3.1.2 Operator Training approach, methodology and team (a maximum of 15 points is available) (0 points) That the proposal does not meet training requirements. (12 points) a) The proposal meets the training requirements and the training team is identified; b) The training approach meets the requirements. (15 points) Exceeds the minimum requirements as identified within the SOW in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.		
Sub-Section Total		

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<p>3.1.3 Operator Manuals (a maximum of 15 points is available)</p> <p>(0 points) The proposal indicates that the documented information does not meet the requirements.</p> <p>(12 points) The proposal indicates that the documented information meets the requirements.</p> <p>(15 points) Exceeds the minimum requirements as identified within the SOW in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.</p>		
Sub-Section Total		
<p>3.2 Maintenance Personnel Training Outline, Training and Manuals</p> <p>An understanding of the Maintenance Training requirements. Description of the proposed training plan, approach, team and information to meet the Maintenance training requirements. Maximum points are broken down as follows:</p>		
Point Rated Support Proposal Criteria	Pts	Comments
<p>3.2.1 Maintenance Training Plan Outline (a maximum of 15 points is available)</p> <p>(0 points) That the proposal does not meet the maintenance training requirements.</p> <p>(12 points)</p> <ul style="list-style-type: none"> a) The proposal meets the maintenance training requirements and the training team is identified, b) The training approach meets the requirements. <p>(15 points) Exceeds the minimum requirements as identified within the SOW in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.</p>		
Sub-Section Total		
<p>3.2.2 Maintenance Training Approach, Methodology and Team (a maximum of 15 points is available)</p> <p>(0 points) That the proposal does not meet training requirements.</p> <p>(12 points)</p> <ul style="list-style-type: none"> a) The proposal meets the training requirements and the training team is identified; b) The training approach meets the requirements. <p>(15 points) Exceeds the minimum requirements as identified within the SOW in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.</p>		
Sub-Section Total		

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<p>3.2.3 Maintenance Manuals(a maximum of 15 points is available)</p> <p>(0 points) The proposal indicates that the documented information does not meet the requirements.</p> <p>(12 points) The proposal indicates that the documented information meets the requirements.</p> <p>(15 points) Exceeds the minimum requirements as identified within the SOW in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.</p>		
Sub-Section Total		
<p>3.3 Spare Plan and Spare Parts List (a maximum of 10 points is available)</p> <p>(0 points) The proposal indicates that the spares plan and spare parts list does not meet the requirements.</p> <p>(6 points) The proposal indicates that the spares plan and spare parts list meets the requirements.</p> <p>(10 points) Exceeds the minimum requirements as identified within the SOW in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.</p>		
Sub-Section Total		
Total Support Proposal (maximum 100 points)		

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PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Declaration of Convicted Offences

As applicable, pursuant to subsection Declaration of Convicted Offences of section 01 of the Standard Instructions, the Bidder must provide with its bid, a completed [Declaration Form](http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>), to be given further consideration in the procurement process.

5.1.2 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

Signature

Date

5.1.3 Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

Signature

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5.1.4 Compliance Certification Statement

By submitting a Bid the Bidder certifies that they comply with and understand the Statement of Work and supporting documents that form part of the Requirement.

The Bidder certifies that in the performance of the work detailed in the Statement of Work, that their equipment is certified to function with CBSA equipment and servers. CBSA equipment will not be impacted by the installation and upgrade from the Bidder's hardware and software.

Should any technical dysfunction be predicted, the Contractor may require a test environment to be used prior to any changes or installations to mitigate the effect on the performance of CBSA's equipment.

Signature

Date

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – List of Names

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of contract award.

5.2.3 General Environmental Criteria Certification

The Bidder must select and complete one of the following two certification statements.

- A) The Bidder certifies that the Bidder is registered or meets ISO 14001.

Bidders' Authorized Representative Signature

Date

OR

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- B) The Bidder certifies that the Bidder meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of six (6) criteria identified in the table below.

The Bidder must indicate which four (4) criteria, as a minimum, are met.

Green Practices within the Bidders' organization	Insert a checkmark for each criterion that is met
Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	
Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	

Bidders' Authorized Representative Signature

Date

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

6.2 Financial Capability

1. The Bidder must have the financial capability to fulfill this requirement. To determine the Bidder's financial capability, the Contracting Authority may, by written notice to the Bidder, require the submission of some or all of the financial information detailed below during the evaluation of bids. The Bidder must provide the following information to the Contracting Authority within fifteen (15) working days of the request or as specified by the Contracting Authority in the notice:
 - a. Audited financial statements, if available, or the unaudited financial statements (prepared by the Bidder's outside accounting firm, if available, or prepared in-house if no external statements have been prepared) for the Bidder's last three fiscal years, or for the years that the Bidder has been in business if this is less than three years (including, as a minimum, the Balance Sheet, the Statement of Retained Earnings, the Income Statement and any notes to the statements).
 - b. If the date of the financial statements in (a) above is more than five months before the date of the request for information by the Contracting Authority, the Bidder must also provide, unless this is prohibited by legislation for public companies, the last quarterly financial statements (consisting of a Balance Sheet and a year-to-date Income Statement), as of two months before the date on which the Contracting Authority requests this information.
 - c. If the Bidder has not been in business for at least one full fiscal year, the following must be provided:
 - i. the opening Balance Sheet on commencement of business (in the case of a corporation, the date of incorporation); and
 - ii. the last quarterly financial statements (consisting of a Balance Sheet and a year-to-date Income Statement) as of two months before the date on which the Contracting Authority requests this information.

-
- d. A certification from the Chief Financial Officer or an authorized signing officer of the Bidder that the financial information provided is complete and accurate.
 - e. A confirmation letter from all of the financial institution(s) that have provided short-term financing to the Bidder outlining the total of lines of credit granted to the Bidder and the amount of credit that remains available and not drawn upon as of one month prior to the date on which the Contracting Authority requests this information.
 - f. A detailed monthly Cash Flow Statement covering all the Bidder's activities (including the requirement) for the first two years of the requirement that is the subject of the bid solicitation, unless this is prohibited by legislation. This statement must detail the Bidder's major sources and amounts of cash and the major items of cash expenditures on a monthly basis, for all the Bidder's activities. All assumptions made should be explained as well as details of how cash shortfalls will be financed.
 - g. A detailed monthly Project Cash Flow Statement covering the first two years of the requirement that is the subject of the bid solicitation, unless this is prohibited by legislation. This statement must detail the Bidder's major sources and amounts of cash and the major items of cash expenditures, for the requirement, on a monthly basis. All assumptions made should be explained as well as details of how cash shortfalls will be financed.
 2. If the Bidder is a joint venture, the financial information required by the Contracting Authority must be provided by each member of the joint venture.
 3. If the Bidder is a subsidiary of another company, then any financial information in 1. (a) to (f) above required by the Contracting Authority must be provided by the ultimate parent company. Provision of parent company financial information does not by itself satisfy the requirement for the provision of the financial information of the Bidder, and the financial capability of a parent cannot be substituted for the financial capability of the Bidder itself unless an agreement by the parent company to sign a Parental Guarantee, as drawn up by Public Works and Government Services Canada (PWGSC), is provided with the required information.
 4. **Financial Information Already Provided to PWGSC:** The Bidder is not required to resubmit any financial information requested by the Contracting Authority that is already on file at PWGSC with the Contract Cost Analysis, Audit and Policy Directorate of the Policy, Risk, Integrity and Strategic Management Sector, provided that within the above-noted time frame:
 - a. the Bidder identifies to the Contracting Authority in writing the specific information that is on file and the requirement for which this information was provided; and
 - b. the Bidder authorizes the use of the information for this requirement.

It is the Bidder's responsibility to confirm with the Contracting Authority that this information is still on file with PWGSC.
 5. **Other Information:** Canada reserves the right to request from the Bidder any other information that Canada requires to conduct a complete financial capability assessment of the Bidder.
 6. **Confidentiality:** If the Bidder provides the information required above to Canada in confidence while indicating that the disclosed information is confidential, then Canada will treat the information in a confidential manner as permitted by the [Access to Information Act](#), R.S., 1985, c. A-1, Section 20(1) (b) and (c).

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7. **Security:** In determining the Bidder's financial capability to fulfill this requirement, Canada may consider any security the Bidder is capable of providing, at the Bidder's sole expense (for example, an irrevocable letter of credit from a registered financial institution drawn in favour of Canada, a performance guarantee from a third party or some other form of security, as determined by Canada).

PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Requirement

The Contractor must design, supply, install, test, provide operational and technical training and establish maintenance and support agreements for the upgrade and expansion of the closed circuit television system (CCTV) equipment for the Jean Lesage International Airport in Quebec (Quebec) as described in the Statement of Work (SOW) (Refer to Annex A). The Contractor must provide acceptable documentation for the maintenance of this system.

Refer to Annex A for Statement of Work (SOW) and applicable Technical Specifications Documents. The purpose of the SOW document is to define the technical aspects for the upgrade and expansion of the closed circuit television system (CCTV) equipment for the Jean Lesage International Airport in Quebec (Quebec). The SOW will indicate the extent to which both general and particular CBSA specifications are applicable to the implementation of this requirement.

7.1.1 Option to Purchase Contractor Recommended Spare Parts and/or Test Equipment

- a) The Contractor hereby grants to Canada and Canada shall retain an irrevocable option exercisable at any time during the Contract to procure any or all of the spare parts and/or test equipment described in the supplier's proposal.
- b) The Contractor shall be given a minimum of thirty (30) working days notice in writing by the Contracting Authority indicating that Canada intends to exercise the option.
- c) The option may only be exercised by the Contracting Authority, and the exercise of the option will be evidenced through a formal Contract Amendment.
- d) Price support may be requested.

7.1.2 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

7.1.2.1 Task Authorization Process

1. The Technical Authority will provide the Contractor with a description of the task using the "Task Authorization Form for non-DND clients" form specified in Annex C.
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis and methods of payment as specified in the Contract.
3. The Contractor must provide the Technical Authority within 14 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Contracting Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

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7.1.2.2 Task Authorization Limit

All task authorizations must be authorized by the Contracting Authority before issuance.

7.1.2.3 Periodic Usage Reports - Contracts with Task Authorizations

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31; and
- 4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than ten (10) calendar days after the end of the reporting period.

Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

For each authorized task:

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

For all authorized tasks:

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

7.2 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

7.2.1 General Conditions

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2030 (2020-05-28), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

7.2.2 Supplemental General Conditions

4001 (2015-04-01) Hardware Purchase, lease and Maintenance;
4003 (2010-08-16) Licensed Software;
4004 (2013-04-25) Maintenance and Support Services for Licensed Software; and
4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground Information

apply to and form part of the Contract.

7.2.3 SACC Manual Clauses

B1501C (2018-06-21) Electrical Equipment
A9068C (2010-01-11) Site Regulations
A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)
A2001C (2006-06-16) Foreign Nationals (Foreign Contractor)

7.3 Security Requirements

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 Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to **PROTECTED** information, assets or sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC.
3. The Contractor/Offeror **MUST NOT** remove any **PROTECTED** information or assets from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction.
4. Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of CISD/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 D; and
 - b) Industrial Security Manual (Latest Edition).

7.4 Term of Contract

7.4.1 Period of the Contract

The system design, the delivery of all related equipment, the completion of all installation, testing and contract related work is to be completed at the Site on or before ***(Delivery as offered and as accepted will be inserted at contract award)***.

The Contractor must submit a final delivery and installation schedule within 10 calendar days after the contract award date.

7.4.2 Shipping Instructions - Delivery at Destination

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

DDP Delivered Duty Paid to the Jean Lesage International Airport at 500 Principale Street Quebec (Quebec) G2G 2T9, Incoterms 2000 for shipments from a commercial supplier.

7.4.2.1 Inspection and Final Acceptance

1) Inspection

Inspection shall be carried out by the Technical Authority or the authorized representative at destination.

2) Final Acceptance

- a) The Contractor shall be required to present the work, for final acceptance, when such work has been designed, manufactured, delivered to site and installed and has successfully passed all tests in strict accordance with the specification and terms and conditions, and the Contractor has performed all other work and complied with all the terms and conditions of the contract.
- b) Upon verification of the above, the Technical Authority will by written notice to the Contractor so acknowledge, and such notice shall constitute final acceptance.

Final Inspection and acceptance will take place at destination when all goods are delivered / services rendered, and after all deficiencies identified by the Technical Authority or the authorized representative are rectified and accepted.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Robert (Bob) Dubé
Supply Specialist

Public Services and Procurement Canada (PSPC)
Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate
"HN" Division
L' Esplanade Laurier (LEL)
140 O'Connor Street, East Tower, Room 4133
Ottawa, ON, K1A 0S5

Telephone: **(613) 296-1526**
E-mail address: **robert.dube@tpsgc-pwgsc.gc.ca**

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

7.5.2 Technical Authority

The Technical Authority for the Contract is:

(To be completed at time of Contract award)

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Name: _____
Title: _____
Organization: _____
Address: _____
Telephone: _____-_____-_____
Facsimile: _____-_____-_____
E-mail address: _____

The Technical Authority named above is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

7.5.3 Contractor's Representative

Name and telephone number of the person responsible for:

(To be completed at time of Contract award)

Name and telephone number of the person responsible for:

General enquiries	Delivery follow-up
Name: _____	Name: _____
Telephone No.: _____	Telephone No.: _____
Facsimile No.: _____	Facsimile No.: _____
E-mail address: _____	E-mail address: _____

7.5.4 Warranty Repairs

The contact person for warranty repairs to be performed on site as it may be necessary is as follows:

(To be completed at time of Contract award)

Response Time: _____
Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

7.5.5 Emergency Services/Repairs

If requested by Canada Border Services Agency (CBSA), the Contractor shall be required to provide on-site emergency service/repairs not covered under the warranty provision of the General Conditions 2030 during the contract period. The emergency crew shall be paid as indicated herein. The response time shall not exceed four (4) hours. The contact person is as follows:

(To be completed at time of Contract award)

Name: _____
Telephone: _____

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Facsimile: _____
E-mail: _____

7.6 Payment

7.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price for the equipment, installation and testing, travel expenses, on-site training, as-built drawings and manuals as specified in the Contract. Customs duties are included and Applicable Taxes are extra.

The Contractor will be paid firm hourly rates as follows, for work associated with emergency repairs, delays and performed in accordance with the Contract. Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

Task Authorizations

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in the authorized Task Authorization.

Canada's liability to the Contractor under the authorized Task Authorization must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

Travel for Task Authorized Work

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for overhead or profit, in accordance with the meal, private vehicle and incidental expense allowances specified in Appendices B, C and D of the [National Joint Council Travel Directive](#) and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Technical Authority. All payments are subject to government audit.

Estimated cost: \$ **(to be inserted at contract award)**

7.6.2 Limitation of Price

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

7.6.3 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ **(to be inserted at contract award)**. Customs duties and Applicable Taxes are included.

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2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.

3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a. when it is 75 percent committed, or
- b. four (4) months before the contract expiry date, or
- c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.

4. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.6.4 Discretionary Audit

The Contractor's certification that the price or rate is not in excess of the lowest price or rate charged anyone else, including the Contractor's most favoured customer, for the like quality and quantity of the goods, services or both, is subject to verification by government audit, at the discretion of Canada, before or after payment is made to the Contractor.

If the audit demonstrates that the certification is in error after payment is made to the Contractor, the Contractor must, at the discretion of Canada, make repayment to Canada in the amount found to be in excess of the lowest price or rate or authorize the retention by Canada of that amount by way of deduction from any sum of money that may be due or payable to the Contractor pursuant to the Contract.

If the audit demonstrates that the certification is in error before payment is made, the Contractor agrees that any pending invoice will be adjusted by Canada in accordance with the results of the audit. It is further agreed that if the Contract is still in effect at the time of the verification, the price or rate will be lowered in accordance with the results of the audit

7.6.5 Time Verification

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

7.7 Progress Payment Claim and Invoicing Instructions

7.7.1 Progress Payment Claim (Including Task Authorization Payments)

1. The Contractor must submit a claim for payment using form [PWGSC-TPSGC 1111](#), Claim for Progress Payment.

Each claim must show:

- a. all information required on form [PWGSC-TPSGC 1111](#);
- b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- c. a list of all expenses;
- d. expenditures plus pro-rated profit or fee; and
- e. the description and value of the milestone claimed as detailed in the Contract.

Each claim must be supported by:

- a. a copy of time sheets to support the time claimed;
 - b. a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses; and
 - c. a copy of the monthly progress report.
2. Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.
 3. The Contractor must prepare and certify one original and two (2) copies of the claim on form PWGSC-TPSGC 1111, and forward it to the Technical Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

The Technical Authority will then forward the original and two (2) copies of the claim to the Contracting Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.

4. The Contractor must not submit claims until all work identified in the claim is completed.

7.7.2 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions.
2. By submitting invoices the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.
3. Invoices must be distributed as follows:
 - a. The Contractor must send the invoice to vendors-fournisseurs@cbsa-asfc.gc.ca for payment. This email address is to be used only for submitting invoices and for payment status inquiries.
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7.7.3 Schedule of Milestones

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

1 st Milestone	Design of the System	100% Design	List value – 10%	Approved Final Design Report
2 nd Milestone	Delivery of Equipment	100% Equipment	List value – 10%	Approved Packing Slip
3 rd Milestone	50% of Installation, including travel and living associated with installation	50% Installation, 100% travel and living associated with installation	(50% value of Installation + Travel and Living) – 10%	Approved Progress Report
4 th Milestone	Installation completion, software integration	50% installation, 100% software	(50% installation + 100% software integration +	Acceptance Tests Completed,

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	and testing including travel	integration and testing, 100% travel and living associated with Installation	100% testing + Associated travel) – 10%	All deficiencies resolved in Acceptance Test.
5 th Milestone	On-site Training and Documentation including travel	100% on-site training 100% Documentation 100% Travel and Living associated with On-site Training	(100% on-site training + 100% documentation + Travel and Living) – 10%	Handover sheets and training course Summary sheets, signed by trainees.
6 th Milestone	Holdback			All Deliverables Provided

7.7.4 Method of Payment – Emergency Repairs and Delays

7.7.4.1 Single Payment

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- all such documents have been verified by Canada;
- the Work delivered has been accepted by Canada.

7.7.4.2 Travel and Living Expenses – Emergency Repairs, delays and design changes

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the [National Joint Council Travel Directive](#) and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Technical Authority.

All payments are subject to government audit.

7.8 Certifications

7.8.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

7.9 Applicable Laws

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The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in **(name of the province to be inserted at contract award)**.

7.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the supplemental general conditions:
 - (i) 4001 (2015-04-01) Hardware Purchase, lease and Maintenance;
 - (ii) 4003 (2010-08-16) Licensed Software;
 - (iii) 4004 (2013-04-25) Maintenance and Support Services for Licensed Software; and
 - (iv) 4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground Information
- (c) the general conditions 2030 (2020-05-28), General Conditions - Higher Complexity - Goods;
- (d) Annex A, Statement of Work (SOW) or Requirement (SOR);
- (e) Annex B, Basis of Payment;
- (f) the signed Task Authorizations (including all of its annexes, if any);
- (g) Annex D, Security Requirements Check List (SRCL);
- (h) Annex E, Non-Disclosure Agreement; and
- (i) the Contractor's bid dated _____, ***insert date of bid*** (If the bid was clarified or amended, insert at the time of contract award: ", as clarified on _____ " or ", as amended on _____ " and insert date(s) of clarification(s) or amendment(s)).

7.11 Insurance

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

7.12 Meetings

A meeting may be convened after contract award at a location to be determined by the Contracting Authority to review contractual and technical requirements. The Contractor will be responsible for the preparation and distribution of the minutes of meeting. The meeting will be held with representatives of the Contractor, the Department of Public Services and Procurement Canada and Canada Border Services Agency (CBSA).

7.13 Contractor's Facilities

The Contracting Authority and the Technical Authority, or their delegated representative shall be afforded access to the Contractor's plant and all other premises where pertinent processes are being performed.

7.14 Delay by Canada

In the event that an installation crew proceeds to the site but is unable to perform the work due to any disturbance or other delays caused by Canada at the site, the Contractor shall immediately notify the Technical Authority. The cost of holding the installation crew on standby shall be paid as indicated herein. In no event shall a crew remain on standby for more than four (4) hours per day without prior authorization.

7.15 After Sales Service

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The Contractor certifies that it is capable of providing after sales service, subsequent to the warranty period, including servicing personnel and facilities during the lifetime expectancy of the equipment.

7.16 Lifetime Spares

It shall be a condition of any contract resulting here from that the Contractor undertakes to supply spare parts for the equipment proposed during the life expectancy of the equipment.

Life of the equipment: **(to be inserted at contract award)** years.

Should the Contractor discontinue the manufacture of the equipment being procured during the life expectancy of the equipment, it shall notify Canada sufficiently in advance to permit the purchase of spares for the remaining life of the equipment or, at the discretion of Canada, either make satisfactory arrangements with a third party to establish a continuing source of spares or provide to Canada, at no charge, a non-exclusive royalty free license to manufacture and have manufactured for its own use spare parts, and provide copies of all drawings, technical information, specifications, manufacturing instructions and patterns necessary to manufacture the spares.

7.17 Disclosure of Information

The Contractor must keep confidential and must not publish or otherwise reuse, release, disclose or make available to any third party any Background or Foreground Information concerning as built drawings, site drawings and manuals, except as may be necessary to carry out the Work under the Contract in which case the Contractor must impose the same obligation of confidentiality on any person to whom the information is disclosed.

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ANNEX "A" - STATEMENT OF WORK (SOW)

(SEE ATTACHED SOW AND SPECIFICATIONS OF THE CCTV SYSTEM)

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ANNEX A - STATEMENT OF WORK (SOW)

CANADA BORDER SERVICES AGENCY (CBSA)

CLOSED-CIRCUIT TELEVISION (CCTV) SYSTEM AT THE JEAN-LESAGE INTERNATIONAL AIRPORT IN QUEBEC CITY

ABBREVIATIONS TABLE

Abbreviation	Expansion
ABM	Advanced Battery Management
ACL/ACLs	Access Control Lists
ANSI	American National Standards Institute
API	Application Programming Interface
ASF	Advanced System Format
AVI	Audio Video Interleave
AVMS	Advanced Video Management Systems
CAS	Card Access System
CBSA	Canadian Border Services Agency
CCTV	Closed Circuit Television
CLI	Command Line Interface
COTS	Commercial Off the Shelf
CSA	Canadian Standards Association
C/W	Complete With
DEU	Drug Enforcement Unit
DVDs	Digital Versatile Disc
DHCP	Dynamic Host Configuration Protocol
EIA	Electronic Industries Alliance
EPDU	Electrical Power Distribution Unit
FO	Failover
FPS	Frames per second
GBAC	Group Based Access Control
Gbps	Billions of bits per second
GUI	Graphical User Interface
HP	Hewlett Packard
IEEE	Institute of Electrical and Electronic Engineers

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IP	Internet Protocol
ICMP	Internet Control Message Protocol
ID	Identification
IGMP	Internet Group Management Protocol
iSCSI	Internet small computer systems interface
ISP	Internet Service Provider
IT	Information Technology
KVA	Kilo Volts Amperes
KVM	Keyboard Video Mouse
LAN	Local Network Area
LLDP	Link Layer Discovery Protocol
MAC	Media Access Control
MIB	Management Information Base
MLD	Multicast Listener Discovery
MPIO	Multipath Input Output
NAS	Network Area Storage
NIC	Network Interface Controller
NFPA	National Fire Protection Association
NMS	Network Management System
NTP	Network Time Protocol
O.S.H. A	Occupational Safety and Health Act
OELA	Open Enterprise Level Architecture
ONVIF	Open Network Video Interface Forum
PC	Personal Computer
PCVS	Personal Computer Viewing Station
PDA	Power Distribution Unit
PDU	Power Distribution Unit
PIL	Primary Inspection Lane
PIN	Personal Identification Number
POEs	Ports of Entry
PoE	Power over Ethernet
PoE +	High Power over Ethernet
PPM	Periodic Preventative Maintenance

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PSPC	Public Services and Procurement Canada
PTZ	Pan and Tilt Zoom
QoS	Quality of Service
RAIDS	Redundant Array of Independent Discs
RBAC	Role Based Access Control
RC	Remote Closet
RFC 1918	Request for Comment
RFP	Request for Proposal
RMON	Remote Network Monitoring
RPM	Remote Power Module
RPO	Remote Power Off
ROO	Remote On/Off
SAN	Storage Area Network
SCSI	Small computer system interface
SDK	Software Development Kit
SET	Secondary Enforcement Team
sFLOW	Sampled Flow
SFP	Small Form factor pluggable transceiver
SMA	Service Management Agreement
SMTP	Simple Mail Transfer Protocol
SNMP	Simple Network Management Protocol
SNMPc	Simple Network Management Protocol console
SNMPv3	Simple Network Management Protocol version 3
SOW	Statement of Work
SSHv2	Secure Shell version 2
SSL	Secure sockets layer
TIA	Telecommunications Industry Association
TBD	To Be Determined
TCP/UDP	Transmission Control Protocol
UDLD	Uni-Directional Link Detection
UPS	Uninterrupted Power Supply
USB	Universal Serial Bus
ULC	Underwriters Laboratories of Canada

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VACIS	Vehicle and Cargo Inspection System
VLAN	Virtual Local Area Network
VMS	Video Management System
VPN	Virtual Private Network
VTP	VLAN Trunking Protocol
WORM	Virus that replicates itself
XRMON	Extended Remote Network Monitoring

1. OBJECTIVE

The Canada Border Services Agency (CBSA) has a requirement to acquire and install closed-circuit television (CCTV) equipment at the Jean-Lesage International Airport in Quebec City.

2. BACKGROUND

It is the policy of the CBSA to use audio-video monitoring and recording technology in support of its programs, its operations, and for the protection of its employees and assets, while respecting the laws of Canada and the privacy rights of individuals and employees. The use of closed-circuit television cameras to monitor facilities and operations are an integral part of the CBSA's security framework and operations management.

3. SCOPE

The Contractor will be responsible for the supply, installation, cabling, programing and start-up of the equipment listed in Appendix A - CCTV System specifications at the CBSA premises located at the following address:

Canada Border Services Agency
Jean-Lesage International Airport, Quebec City, International arrivals
500 Principale Street
Quebec, Quebec
G2G 2T9

The CCTV system installation will be procured as a turn-key solution to cover all requirements defined in Appendix A - CCTV System specifications.

All hardware and software must be supported and compatible with the latest Genetec Security Center Omnicast model "Enterprise", for VMS.

4. MEETINGS

Upon award of the contract, the Contractor and the CBSA will participate in a kick-off meeting or teleconference to review the project schedule and any relevant information towards the successful completion of the project.

5. TASKS

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The contractor must provide, install, cable, connect, program and start up the equipment as described in this SOW and in accordance with the specifications described in Appendix A - CCTV System specifications and be compliant with each manufacturer's installation guidelines, complete with all required parts, components, systems, software and accessories.

The Contractor must provide the documentation and the technical drawings in relation to the installation as well as train the employees in the use of the CCTV system, as described in the present document.

The Contractor must create at minimum, three (3) VMS profiles:

1. A "BSO" profile which allows:
 - a. Live Viewing of all CCTV network cameras.
 - b. Playback function of all CCTV cameras for 24hrs.
 - c. No export function.
 - d. This profile must be configured as the default login for each workstation.
2. A "Management" profile which allows:
 - a. Live viewing of all CCTV network cameras.
 - b. Limitless playback functionality for all CCTV network cameras.
 - c. Limitless export function.
3. An "Administrator" profile which allows:
 - a. All CCTV system functionalities and authorities without restriction.

Genetec Configuration:

The Contractor must create the following number of unique Genetec user accounts:

VMS Profile	Number of Accounts Required
BSO	1
Management	15
Administrator	1

Genetec user account configuration, including password details will be supplied following contract award.

All CCTV network equipment must be clearly labelled.

- Labels must be created using an automatic labeller. Handwritten labels will not be accepted.
- All equipment must be labelled on its front bezel or its housing with its respective equipment identifier (WS-01, C-01, MN-01, UPS-01 etc.)
 - With the exception of cameras, IP addresses must be included.
 - CCTV servers must be labelled "CCTV Recording Server" and/or "CCTV Management / Failover Server".
- At the network switch and/or patch panel(s) Cat6 cabling must be labeled to include its respective equipment identifier (C-01 / WS-01 / SERVER etc.)

The Contractor will also be required to perform additional minor tasks as part of the turn key commissioning of the system. This includes, but is not limited to, role management programming, image viewing configurations, and adjustment of installed cameras.

If any information in this document is deemed unclear or missing for the deployment of a fully functional VMS, the Contractor must inform the Project Authority.

6. ITEMS PROVIDED BY CBSA

The following items have already been installed by CBSA:

- a) The conduits.
- b) The network cabling from the cameras to the server room including connectors and patch panel.
- c) The "H" frame.
- d) The patch panel panels.
- e) All the mechanical systems (ventilation, electricity, etc.).
- f) The CBSA will provide IP lists for the CCTV network upon contract award.
- g) The scoop of the completed work – Items provided by CBSA – will have to be validated by the Contractor at the beginning of the project.

7. DELIVERABLES

7.1. Delivery and installation

- 7.1.1. Delivery of the goods required to complete the project must be completed by the date indicated in Article 9 "Schedule".
- 7.1.2. Installation must be completed by the date indicated in Article 9 "Schedule" at the latest.

7.2. Commissioning

At the latest, by the date indicate in Article 9 "Schedule"

- 7.2.1. The Contractor must ensure that the system operates in conformity with project requirements and the design intent, in accordance with the contract.
- 7.2.2. Commissioning includes extensive documenting and verifying activities related to the design, static verification, functional performance testing, and start-up of system components, sub-systems, and integrated systems.
- 7.2.3. The Contractor must perform compliance verification tests with the Project Authority, prior to the final delivery and acceptance of the system.
- 7.2.4. The Contractor must provide personnel, equipment, instruments and other supplies to perform the test. The compliance test must demonstrate that the installed VMS components function and comply with the project scope.
- 7.2.5. Provide an export sample of video footage for a minimum of 30 seconds.
- 7.2.6. All physical and functional system requirements must be demonstrated as operable.
- 7.2.7. The Contractor will record each component's serial number, location within the site, manufacturer name with complete model number, and IP address (where applicable), and submit a typed list along with the testing verification report.
- 7.2.8. The contractor must ensure that all functional, performance and operational requirements have been correctly interpreted and implemented.

- 7.2.9. The contractor must confirm comprehensive operation and maintenance documentation is available; the documentation must verify and demonstrate that all systems operate consistently at peak efficiencies, under all normal load conditions, as per the specifications in Appendix A - CCTV System specifications.

7.3. Documentation, Shop Drawings and Training

At the latest, by the date indicate in Article 9 "Schedule", the Contractor must:

- 7.3.1. Provide complete documentation, covering all technical aspects and the operations of the system, must be provided in both official languages. The documentation must include:
- a) A user-friendly guide, for employees in charge of the system; and
 - b) A system planning guide, for data collection and distribution. All required planning assistance must be provided.
- 7.3.2. Provide all shop drawings, original drawings and modified standard drawings, to illustrate details of work, and a set of "as-built" drawings that indicate the location of system equipment.
- 7.3.3. Provide all electronic drawings in AutoCAD 2013 format, as well as PDF format.
- 7.3.4. Provide all updated digital drawings as necessary to reflect as-built information.
- 7.3.5. Provide the complete documentation in French and English. This documentation must be covering all technical and operational aspects of the system, and the necessary documents for system maintenance, as well as warranty certificates.
- 7.3.6. Provide an on-site advanced training course, focused on the operation of the CCTV equipment, manipulation of system parameters, data management, and functional use of all visualisation equipment and software. Training must be done on site by a certified Genetec representative using the new installed CCTV system. The contractor must also provide the training materials for new operational employees. This training must be offered in English or French for up to 10 CBSA officers, and should not be less than two (2) hours and cannot exceed five (5) hours of instruction. This training must be completed by the date indicated in Article 9 "Schedule".
- 7.3.7. Basic User Training
- 7.3.7.1. Two (2) training sessions of up to four (4) hours each must be provided using the installed system.
- 7.3.7.2. Training must be computer-based with practical examples regarding: camera manipulation, video extraction, video playback and search, viewing software familiarization, maps, system capabilities and limitations.
- 7.3.8. Super User Training
- 7.3.8.1. Two (2) training sessions of up to four (4) hours each must be provided using the installed system.
- 7.3.8.2. Training must be computer-based and hands-on with practical examples regarding: general system familiarization, basic system troubleshooting, general VMS troubleshooting, instructions on how to create/modify users and profiles.

- 7.3.9. Ensure CBSA is granted full "Administrator" rights, to all CCTV equipment computer systems, servers and subsystems.
- 7.3.10. Ensure that the CBSA is provided with a list of all user account types and passwords for all CCTV equipment, including but not limited to workstations, servers, switches, cameras, UPS and subsystems.

7.4. Warranty

- 7.4.1. The Contractor's obligations include the on-site replacement, repair, transportations, reinstallation and verification of all defective equipment due to equipment failure or installation, at no additional cost.
- 7.4.2. The warranty period will be 36 months after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.
- 7.4.3. The warranty must include any-and-all maintenance service as necessary to maintain the safety, operational capabilities and performance of CCTV System equipment. Maintenance service includes, but is not limited to: preventive maintenance, diagnostics, corrective maintenance, calibration, repair or replacement parts, and verification testing.
- 7.4.4. The contractor must perform a minimum of one visit per month for the first six months of the warranty; after this period, two visits per year (six months apart) where the contractor must:
 - a) Check and/or clean the camera lens if needed;
 - b) Check the System and VMS logs in order to ensure the CCTV System is working properly in accordance with the original specifications as per Appendix A - CCTV System specifications;
 - c) Create a VMS installation report in a readable format (pdf, word, or text) that has to be provided to the Project Authority identified in 10.1 and the technical authority identified in 10.2; and
 - d) Create a manual visit/maintenance report provided as a checklist to the Project Authority identified in 10.1 and the technical authority identified in 10.2.
- 7.4.5. Calls for repairs must be responded to within 24 hours, and repair service must be available 24 hours a day, 365 days a year, including statutory holidays.

8. CONSTRAINTS

The Contractor must provide all personnel, equipment, instruments and other supplies to perform the tasks above.

8.1. Security

The present SOW contains security requirements and the Contractor will be escorted at all times during the performance of the Work. For additional information, refer to Part 6: security, financial and other related requirements; and Part 7: resulting contract clauses of the Request for Proposal (RFP).

The CCTV system is a local network only, and connection to the internet or any other network is prohibited unless authorized by the CBSA. All software updates (for Operating Systems, patches, drivers, service packs) must be completed onsite as remote connection is not permitted at this time.

8.2. Language

All deliverables under section 7 must be provided in English and French.

8.3. Operational Down-Time

Where a site already has an operating CCTV system in place, the existing systems operational down time must be kept to a minimum. All down time will be planned and coordinated with onsite staff and submitted to the CBSA Project Authority for approval. The contractor's staff may be required to work during evenings, nights and/or weekends to reduce the amount of down time and to meet operational requirements.

8.4. Institutional Operations

The contractor must take every precaution to minimize any disturbance to institutional operations. The contractor and his staff on site must cooperate fully with operational staff and conform to all security requirements. The CBSA will be responsible to coordinate any necessary onsite supervision. The CBSA will coordinate site access between local Operations and the Contractor.

8.5. Final Cleaning

Upon completion of the Work, the contractor's personnel will remove tools, waste material and leave worksite in a clean, optimal operational condition.

8.6. Equipment

Unless approved by the Contracting authority, the supplied equipment is to be new, not used or refurbished. The supply of hardware and software that is not recommended in this document (ex: different camera types, server, etc.) must be submitted and approved by the CBSA prior to installation.

9. SCHEDULE

9.1. A kick-off meeting will be scheduled within two (2) weeks of contract award.

9.2. The Contractor will provide a delivery and installation schedule within ten (10) calendar days following the date of contract award.

9.3. The contractor must complete the full installation for the CCTV system, the commissioning, the training as well as making all the documentation and technical drawing available within **16 weeks** of contract award.

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10. AUTHORITIES

10.1. Project Authority

The Project Authority is the person responsible for the CCTV program at a regional level and who will assist in coordinating the project with the Port of Entry's Superintendent.

The Project Authority for this project is:

(To be inserted at contract award)

Name: _____

Title: _____

Organisation: _____

Address: _____

Telephone: _____

Fax: _____

E-mail: _____

10.2. Technical Authority

The Technical Authority is the person with in-depth knowledge for the specifications at a national level that is a subject matter expert in the specifications contained in Appendix A - CCTV System specifications.

The Technical Authority for this project is:

(To be inserted at contract award)

Name: _____

Title: _____

Organisation: _____

Address: _____

Telephone: _____

Fax: _____

E-mail: _____



Canada Border
Services Agency

Agence des services
frontaliers du Canada



Jean Lesage International Airport

Appendix A - CCTV Technical
Specifications
June 2020

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1. Performances expected

The contractor commits to warranty the following performances for the complete CCTV solution. The following statements apply by default to the entire CCTV system, except where otherwise specified in the document:

1.1. Power supply availability

- 1.1.1. The CCTV System must be resilient in the event of a grid failure, by using a UPS device for the first 20 minutes. CBSA will ensure that a generator will take over the UPS before the runtime expires.

1.2. Live Viewing Performance

- 1.2.1. Each camera on site must have one stream dedicated to LOW RESOLUTION LIVE VIEWING function which must be configured to a VGA resolution at 30 Frames per second, as per the camera installation table.
- 1.2.2. Each camera on site must also have one stream dedicated to HIGH RESOLUTION LIVE VIEWING function which must be configured to the camera native resolution at 30 Frames per second, as per the camera installation table.

1.3. Video Recording Performance

- 1.3.1. Each camera on site must also have one stream dedicated to HIGH RESOLUTION RECORDING function which must be configured to the camera native resolution at 15 Frames per second, as per the camera installation table.
- 1.3.2. Each camera on site must be configured to continuously record 24/7.
- 1.3.3. Video Recording on motion mode should only be configured if specified in the present document for a particular camera.

1.4. Video Playback Performance

- 1.4.1. Each camera must be configured to playback images at the recording resolution, as per the camera installation table.
- 1.4.2. The minimum frame rate in Playback mode must be the same as the one in recording mode.

1.5. Video Retention Period

- 1.5.1. The retention time for all camera footage must be of at least 30 days.

1.6. Recording availability (Failover)

- 1.6.1. The Video Surveillance System must continue to record with the same performance, all camera footage in the event of a Video Recording Server failure.



- 1.6.2. In the event of a machine failure of the Video Recording Server, a Video Recording Failover Server must be configured to take over automatically the recording in less than one (1) minute.
- 1.6.3. The Video Recording Failover server must provide a minimum of 5 days of storage.
- 1.6.4. Live and archived video associated with the Video Recording Failover Server must be accessible at all times by the client applications.
- 1.6.5. Duplicating video recording across multiple servers is not acceptable as a failover solution.

2. Requirements concerning the CCTV System equipment in General

2.1. General Considerations

- 2.1.1. The bidder must describe the list of equipment proposed; including quantity and any applicable configuration details (i.e. hard drive model / quantity, RAM size, etc...).
- 2.1.2. The supplied equipment must be new, unused and not refurbished.
- 2.1.3. Generally, where applicable, the equipment proposed by the bidder must be compliant and compatible with the existing CBSA environment that hosts the equipment like the server room, the technical rooms or the surveillance rooms; these includes, but are not limited to: the specified* CBSA AC electric power capacity, the existing AC plug types, the existing AC voltages and the specified* heat dissipation capacity (BTU). It is recommended, if applicable, to utilize a higher voltage source downstream of the UPS, for greater efficiency and power saving. It is the contractor's responsibility to ensure that the equipment it provides and it installs respect this compliance and compatibility.
- 2.1.4. The bidder must commit in a written manner in his proposal to provide detailed specifications sheets and documentations related to the CCTV equipment and installation to CBSA contracting authority for the concerned project.
- 2.1.5. The bidder must demonstrate and commits that the resource that will install the CCTV System has a valid VMS manufacturer's certification, particularly for the deployment, configuration, and administration of the VMS software in order to provide an optimized, high-performance CCTV system.
- 2.1.6. Although not all mechanical, software or IT elements are specified in this document, it is the Bidder's responsibility to complete the bid submission by adding the necessary elements or accessories for a standards-compliant installation and good practices or if they contribute to the functionality or performance specified in this document, including but not limited to, various licenses, wiring, camera mounts, specific POE injectors if required, patch panels, mechanical and electrical accessories for server racks, etc.

2.2. Technical Acceptance Criteria

- 2.2.1. The equipment and services provided must meet or exceed, as the case may be, all the mandatory stated requirements defined in the Specifications tables below.



- 2.2.2. Please note that compliance with the stated criteria must be demonstrated by submission of supporting documentation such as technical literature/brochures, operating manuals, and/or written statement describing how each requirement is met. If a bidder only states "comply" without any further details, this is not considered as a demonstration of compliance.
- 2.2.3. Systems not meeting all the following Mandatory Specifications will be considered non-compliant.
- 2.2.4. Proposal evaluation will be based upon the information supplied with the bid only. Failure to demonstrate compliance with any area of the criteria will render the proposal non-responsive and no further consideration will be given. References are to be specific to supporting documentation (ex. document title, page, and paragraph number).
- 2.2.5. If a server or desktop computer model is proposed then the bidder must describe the Processor/RAM/Hard Drives configuration and the bandwidth in Mbps or FPS when applicable for each of them in order to demonstrate that the expected performances will be met.
- 2.2.6. By submitting a proposal, the contractor commits to proceed to an acceptance test at the delivery phase based on the features and performances defined in the contract for the install of the CCTV System.
- 2.2.7. In order to minimize Bid failure, it is important to be aware of case examples of typical errors which compromised bid acceptance:
- 2.2.7.1. First example of evaluation failure (Native camera resolution): if the native resolution of the proposed camera is less than or exceeds the specified resolution range, the camera will be rejected. It is not acceptable to degrade a resolution setting to meet a targeted resolution. For example, if a camera must have a native resolution between 1.08MP and 1.32MP, it will be rejected if its resolution is outside this range.
 - 2.2.7.2. Second example of evaluation failure (camera Field of View): If a proposed Maximum Field of View (FoV) is greater or lower than the FoV being specified, then the proposed camera will be rejected.
 - 2.2.7.2.1. e.g. if a Maximum FoV is required to be between 97 to 113 degrees, a proposed camera having maximum FoV of 96 degrees or less or 114 degrees or higher will be rejected.
 - 2.2.7.3. Third example of evaluation failure (UPS topology): If a proposed UPS is a "line interactive" topology and the criteria requires an "on-line" topology, then the proposed UPS will be rejected.
 - 2.2.7.4. Fourth example of evaluation failure (Switch power redundancy): If the proposed Switch solution is missing a required double power supply, as required for redundancy, then it will be rejected.



- 2.2.7.5. Fifth example of evaluation failure (Switch Protocols): If the proposed Switch solution is missing a required protocol, then it will be rejected. Make sure the proposed Switch solution have all the protocol and features required.

2.3. Equipment Mentioned as an Example

- 2.3.1. For most of the devices requested in the section "CCTV System Equipment list", one or more product examples are provided that meet all the stated requirements. The bidder can propose these products or if the identified product is no longer available, the bidder can choose an equivalent product. However, it is the bidder's responsibility in this case, to validate and demonstrate that each and every stated requirement is met by the replacement product.

2.4. Certification

- 2.4.1. The person that will install and configure the VMS must have a valid certification from the manufacturer to install and configure the proposed VMS. Proof of certification must be included in the submission.
- 2.4.2. The person who will configure the CCTV network should have a valid networking certification from a recognized organization. The certification must include proof of Layer 2 and Layer 3 multicast setting courses. Proof of certification must be included in the submission.

2.5. Mandatory deliveries for the technical submission

- 2.5.1. Provide a list of the proposed equipment, describing quantities and when applicable, the specific hardware configuration (computer, server, UPS...)
- 2.5.2. Provide a data sheet for each proposed equipment.
- 2.5.3. Provide all the Specification tables provided in this document, fulfilled with the mention "compliant" and with the appropriate reference to the proposed equipment. For the viewing stations and the VMS server, the bidder must provide the VMS manufacturer specifications that demonstrate or confirm how the live viewing or recording function will meet the expected performances with the hardware solution proposed, especially with regard to the number of H.264 streams that can be processed at the same time by the viewing stations and the "Throughput" bandwidth with regard to the servers.
- 2.5.4. Provide VMS Certifications document of the expert that will execute the install.
- 2.5.5. Provide Networking Certifications document of the expert that will execute the Network configuration.

2.6. Installation

- 2.6.1. The supplied equipment must be thoroughly tested prior to installation.
- 2.6.2. The bidder commits to follow at a minimum the CCTV equipment configuration specified in the section "CCTV System Installation Specifications" at the contract signature.
- 2.6.3. The CBSA commit to provide the CCTV Network cabling certification report, as mentioned on the "Cabling Section".



2.7. Warranty

2.7.1. The warranty period will be for 36 months after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.

2.8. Glossary

Surveillance location	This is an area that one or several Officers can use to observe video surveillance images provided by one or more CCTV computers. These computers have embedded Client Management Software that are dedicated to allow viewing of live or playback videos, that can be interactively managed by the operator.
Viewing Station	This is the workstation / computer dedicated to a video surveillance function where a Video Management Client Software is embedded in order to allow viewing of images from CCTV cameras and allows the Officer to interactively control the System through keyboard/mouse.
Monitor	This is a dedicated screen, usually connected to a Viewing Station located in the same Room as the screen. The monitor can extend the viewing capability of the standard/typical Viewing Station or can be used in order to investigate an event on a given camera while the regular screen displays the overview of the area of interest.
Video Wall	This is a dedicated screen, typically connected to a Remote Viewing Station located in the Server Room. The Screen has fixed camera views and is not operated/controlled by the user, as the choice of the images are defined at the configuration phase. This is typically used within a control Center, in order to have an overview of a given area.
UPS	Stand for "Uninterruptible Power Supply".
VMS	Stand for "Video Management System". System that manage the CCTV peripherals including but not limited to cameras, servers,...
ACS	Stand for "Access Control System". System that manage the Access Control peripherals including but not limited to door locks, badge readers, fire sensors,...
CCTV	Stand for "Closed Circuit Television"



3. CCTV System Architecture Specifications

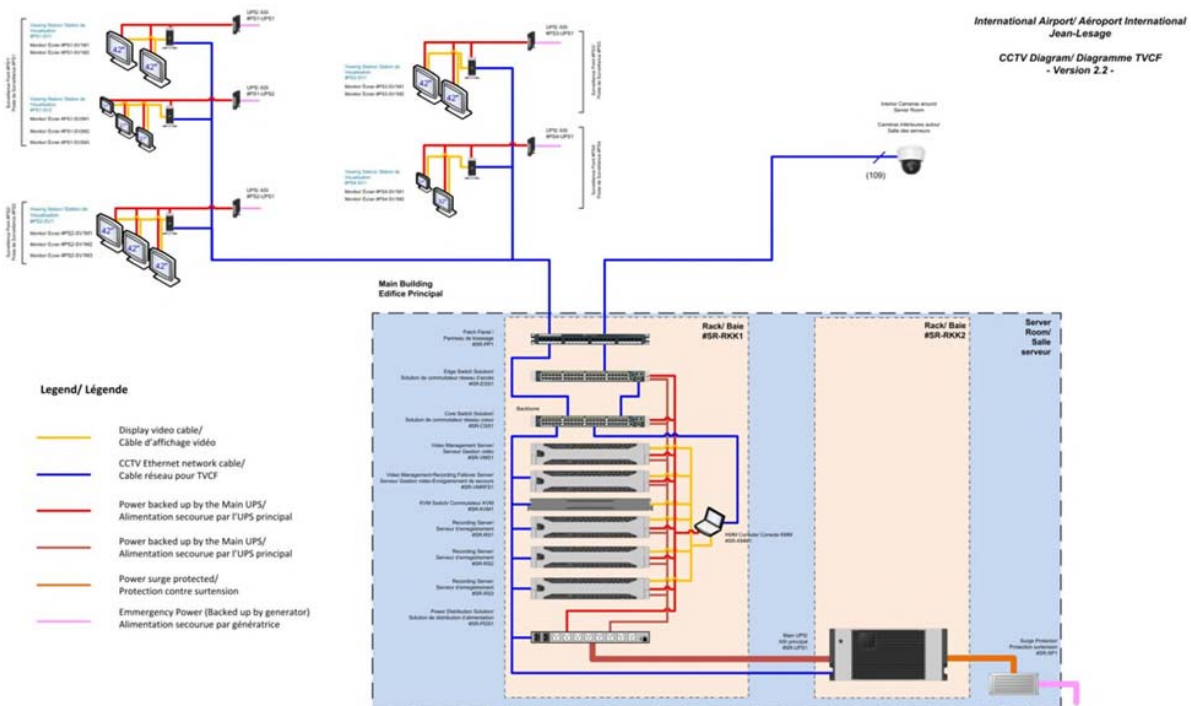


Figure 1 - CCTV System Architecture Diagram

The diagram above represents the CCTV System architecture expected for the CBSA controlled areas at the Jean Lesage Airport Site. All the details related to the precise assignment and settings of the equipment are described on a separated document which will be provided during the Tender process.

This CCTV network must be standalone, it must NOT have connexion with any other network infrastructure.

The CCTV solution includes:

- One hundred and nine (109) cameras;
- One (1) x Video Management / Video Recording Failover Server;
- One (1) x Video Management Failover / Video Recording Failover Server
- Three (3) x Video Recording Servers;
- One (1) Core Switch Solution for redundancy;
- One (1) Edge Switch Solution for the main Server Room. Note that each solution can include multiple network Switches;
- Five (5) Viewing stations;
- One (1) Power Distribution Solution and IT accessories for the Server Room
- One (1) Main UPS for the Server Room;



- One (1) UPS per Viewing Station

These management and recording servers are sized to be able to manage future expansion for up to 150 cameras in total. In this phase of the project, only 109 will need to be provided and installed.

The architecture diagram above shows the Server Room hosted by the Main Building.

For the camera that are more than 80m from the closest technical rooms, the contractor must use junction boxes or media converter, backed up by UPS and linked directly through fiber to the Server Room.

3.1. Server Room

- 3.1.1. The Server Room which is identified by the prefix “#SR” in the document is the main technical room and contains the CCTV equipment dedicated to interconnect and manage all the cameras on Site. The equipment hosted by #SR include but are not limited to, servers, switches, UPS and all necessary IT accessories that will allow the assembly and the functioning of these CCTV equipment.
- 3.1.2. As an estimate, about one hundred and nine (109) cameras will be connected to the Server Room Edge Switch Solution:
 - 3.1.2.1. About seventy three (73) of them will be fixe cameras under 2MP,
 - 3.1.2.2. Twenty eight (28) are fixe 5MP cameras,
 - 3.1.2.3. Eight (8) cameras are 1MP PTZ powered through a "high POE" (POE+) injector.
- 3.1.3. Note that the first server hosts both the Video Management and the Video Recording Failover applications. Video recording for all cameras should be done by default on the Video Recording Servers. In the event of a Video Recording Server failure, all assigned cameras to this server must switch to record on the Video Management / Video Recording Failover Server.
- 3.1.4. In the event of a Video Management failure, the Video Management Failover Server must become automatically and rapidly active allowing an availability of the live viewing function for all cameras at any time.
- 3.1.5. The total capacity of the storage solution must be at least 120 TB and must allow in any cases a retention period of at least 30 days for each camera, while the backup storage which must have at least 5 days of retention period per camera, must be at least 20 TB.
- 3.1.6. The electrical power on the wall required for the Server Room must be at least 17.0 kW, in order to power the CCTV server racks and all CCTV equipment that are hosted in there.
- 3.1.7. The server room cooling system must also be able to dissipate the heat generated by the equipment hosted by the server room estimated at approximately 15,500 BTU and maintain a stable temperature in accordance with the standards in effect.



- 3.1.8. On the viewing station located in the superintendent office, an additional screen dedicated to alarms will monitor the health of the CCTV system and in particular whether the management and recording servers or the cameras are working properly.
- 3.1.9. Note that the Rack #SR-RKK1 that will host the major part of the CCTV equipment is a 45U height rack by 32" depth and is already provided and installed by CBSA. The second rack #SR-RKK2 shown in the drawing above is a full 45" depth rack intended to host the main UPS of the CCTV System, this rack is also provided and installed by CBSA.

3.2. Power supply

- 3.2.1. All the equipment hosted by the Rack in the Server Room including the Video Management and Recording servers and the switches will be powered by a main redundant UPS System that will be supported by the Site generator in case of outage. This main UPS may in case of power failure, keep continuously the equipment powered with a certain runtime, as defined in the UPS requirements table. This runtime will allow the UPS to be rescued by the Site generator.
- 3.2.2. If the site generator is not able to start and rescue the Server Room power, and once the battery of the main UPS is below the minimum threshold, the UPS must be able to start a gracefully shutdown of all the hosted equipment in a sequential manner.
- 3.2.3. All visualization stations must be also supported by a UPS and rescued by the Site generator in case of outage.
- 3.2.4. Note that the camera quantities provided in this section are estimated and are given in order to facilitate the quoting process. The exact quantities are provided below in the tables.



4. Cabling Standards

At minimum, the Contractor must follow the cabling standards identified below.

- ANSI/TIA/EIA-568B (or CAN/CSA T529 M), Commercial Building Telecommunications wiring standard and all the Telecommunications Bulletin Boards (TSBs') and Addenda issued by the above standard body at the time of tender.
- CSA C22.1 Canadian Electrical Code, Part 1 19TH Edition (2002) and BC Amendments.
- CAN/CSA C22.2 No. 232-M Optical Fibre Cables
- EIA/TIA-568-B2 (2001) Commercial Building Standard for Telecommunications Cabling Standard Part 2 (Balanced Twisted – Pair Cable component).
- EIA/TIA-606-A (2002) - Administration Standard for Commercial Telecommunications appendix.
- ANSI/EIA/TIA-607 (or CSA T527), Commercial Building Grounding and Bonding requirements for telecommunications.
- BICSI Telecommunications Distribution Method Manual 10th Edition.
- BICSI Information Transport System Manual 4th Edition
- CAN/ULC S102.4-M – (1987) Test for Fire and Smoke Characteristics of electrical Wiring and Cable
- ANSI/TIA/EIA-492AAAB (1998), Detailed Specification for 50mm Core Diameter/125 mm Cladding Diameter Class 1a Multimode, Graded-Index Multimode Optical Waveguide Fibres.
- ANSI/TIA/EIA-492BAAA, Detailed Specifications for Class IVa Dispersion-Unshifted Singlemode Optical Waveguide Fibres Used In Communications Systems.
- ANSI/TIA/EIA-455-61, FOTP-61 Measurement of Fibre or Cable Attenuation
- ANSI/TIA/EIA-526-14A, OFSTP14A (1998) Optical Power Loss Measurement of Installed Multimode Fibre Cable Plant.
- ANSI/TIA/EIA-604-3, FOCIS 3 Fibre Optic Connector Intermateability Standard.
- ANSI/ICEA S-83-596, Fibre Optic Premises Distribution Cable
- National Building Code / Provincial Building Code
- ANSI Z136.2, American Standards For The Safe Operation Of Optical Fibre Communication Systems Utilizing Laser Diode And LED Sources.
- Treasury Board Information Technology Standard (TBITS) No. 6.9 – Profile for the Telecommunications Wiring System in Government Owned and Leased Buildings.
- ANSI/TIA-568 C.0-2009, Generic Telecommunication Cabling for Customer Premises.
- ANSI/TIA-568 C.1-2009, Commercial Building Telecommunications Cabling Standard.
- ANSI/TIA-568 C.2-2009, Balanced Twisted Pair Telecommunications Cabling and Components Standard.
- TIA-569B Commercial Building Standard for Telecommunications Pathways and Spaces

Location and size of conduits

- Given that the CCTV cameras transmit Protected B data over a network or coaxial cable, dedicated conduits for the exposed CCTV cables and equipment must be provided in accordance with applicable electrical standards in addition to Shared Services Canada's data protection requirements. The size of



the CCTV conduits will depend on the cables to be run through them, which will depend on the selected camera groupings.

Connectivity / Type of cabling

- The cabling installed for the CCTV System must meet all applicable fire and building codes, including the use of plenum rated cabling where required by the building code.
- Network connection from IP cameras to Edge Switch: connectivity from IP cameras to Edge Switch requires Copper Cat6 at minimum, if the distance is less than 80m. The camera will be powered by the edge switches through "Power over Ethernet" (PoE). If the distance from the camera and its closest switch is more than 80m, a closer Satellite Room (indoor case) or junction box (outdoor case) from the camera must be created in order to host a UPS backed up Edge Switch that will connect the camera appropriately with Copper Cat6. This new satellite room or junction box must be connected directly to the Server/Recording Room.
- Network connection from Server Room to Satellite Room: Unless otherwise specified, the network link from the Server Room and a Satellite Room (the junction box in some cases) requires a 6 fibers cable Multimode OM3 type at minimum. Network connection from Core Switch to Core Switch: If applicable, connectivity from Core switch to Core switch requires 10 Gbs fiber link, Multimode OM3 type at minimum.
- Network connection from Switch to servers: connectivity from Switch to server requires Copper Cat6, if the distance is less than 80m if the distance is more than 80m, connectivity requires fibers cable Multimode OM3 type at minimum.
- Network connection from Switch to Viewing Stations or devices: connectivity from Switch to Viewing Stations or devices requires Copper Cat6, if the distance is less than 80m. if the distance is more than 80m, connectivity requires fibers cable Multimode OM3 type at minimum.

PTZ Cabling

- The PoE standard for PTZ IP cameras is usually different from conventional cameras since they require a power supply of 60 watts, as opposed to the traditional 15 to 30 watts. Because of line loss, they therefore cannot be powered from the Server/Recording room. One injector per PTZ camera must be provided, and these high-PoE "super injectors" need to be positioned (and protected from weather) along the PTZ camera cable route, as close to the camera as possible. These injectors must be properly electrically powered.

Indoor/Outdoor Junction Boxes

- If the length of the standard network cables exceeds the critical distance of about ~80 m and depending on the criteria of Shared Services Canada, an indoor or outdoor (as applicable) junction box



will be required. This junction box will have a "Switch" function, to enable the connection of all cameras within a radius of less than 80m and interconnect via fibre-optic to the server room. The junction box must be properly electrically powered and backed up by a UPS.

- Generally speaking, if the junction boxes are not in an area with restricted access, they must be capable of being locked by key and it must be specified if they are intended for an outdoor environment if they are not hosted in a building room.

Server/Recording Room Electrical Cabling

- The server room (or room containing the recording device) must have the required electrical power to power all of the planned CCTV equipment, and must have the capacity to evacuate heat in accordance with the standards set by Public Works and Government Services Canada. Contractors are responsible for proposing equipment that is compatible and consistent with the electrical environment and heat dissipation of the server room.
- If a proposed server room does not meet the above clause, the Contractor must inform the CBSA.



5. Equipment Summary

Location in Document	Reference #	Quantity
6.2 - Indoor PTZ Camera - 1MP - Wide Dynamic Range	Z-1-60-x30/W5	8
6.3 - Indoor Camera - 1.3MP Wide Angle - Corridor Format	D-1.3-95-75:Co/VD	1
6.4 - Indoor camera - 1.3MP Wide Angle - Vandal Resistant	D-1.3-95-75/VD	24
6.5 - Indoor Camera - 1.3MP - Wide Angle - Vandal Resistant - With Audio	D-1.3-95-75:Au/VDM30	5
6.6 - Indoor Camera - 1.5MP - Corner - Vandal Resistant - Infrared Source	C-1.5-120:I0/V	5
6.7 - Indoor Camera - 2.1MP - Vandal Resistant	D-2.1-100/V	23
6.8 - Indoor Camera - 2.1MP - Vandal Resistant - Very Wide Dynamic Range - Corridor Format	D-2.1-100:Co/VW5	5
6.9 - Indoor Camera - 2.1MP - Vandal Resistant - Very Wide Dynamic Range	D-2.1-100/VW5	2
6.10 - Indoor Camera - 2.1MP - Vandal Resistant - Corridor Format	D-2.1-100:Co/V	7
6.11 - Outdoor Camera - 2.1MP - Vandal Resistant	D-2.1-100/VE	1
6.12 - Indoor Camera - 5.3MP - Vandal Resistant	D-5.3-95/V	19
6.13 - Indoor Camera - 5.3MP - Vandal Resistant - Corridor Format	D-5.3-95:Co/V	9
7.1 - Joystick	JOY-I:U	1
8.1 - KMM - Rack Format	KMM/VGA-USB	1
8.2 - KMM - Switch Over IP - Rack Format	KVM:C8/VGA-USB-RJ45	1
9.1 - 24 inch	UI-MNT:24D/FHD	2
9.2 - 27 inch	UI-MNT:27D/FHD	2
9.3 - 32 inch	UI-MNT:32D/FHD	1
9.4 - 42 inch	UI-MNT:42W/4K	7
10.1 - Power Distribution Solution	PDS-R/16	1
11.2 - Video Management Failover Server	SRV-R-S:MF	1
11.3 - Video Management System / Video Recording Failover Server	SRV-R-L:MRF/R5-21.8TB	1
11.4 - Video Recording Server	SRV-R-L:R/R6-43.6TB	3
12.1 - Surge Protector	SUR-U/120	1
13.1 - Edge Switch Solution	SWT-R:E/Po	1
13.2 - Core Switch Solution	SWT-R:C/2S	1
14.1 - Standard UPS for Workstations	UPS-T:WST1.5	5
14.2 - Very Large Modular Redundant UPS	UPS-RM:H16	1
15.2 - 16 images - Desktop Client Viewing Station	VST-D-G2:CV/16H	1
15.3 - 32 images - Desktop Client Viewing Station	VST-D-G4:CV/32H	1
15.4 - 32 images – Desktop Client Viewing Station - 4 x 4K Video Outputs	VST-D-G24K:CV/32H	2
15.5 - 64 images – Desktop Client Viewing Station - 4 x 4K Video Outputs	VST-D-G44K:CV/64H	1



6. Camera Specifications

6.1. General Camera Specifications

		Reference (document name, page, and paragraph number)
Open Architecture	<ul style="list-style-type: none">Cameras must be IP if not specifically mentioned.Cameras must support ONVIF profile S.All camera connected to the VMS must be approved and explicitly certified by the manufacturer.	
Video	<p>If the camera is IP, it must support the following video settings:</p> <ul style="list-style-type: none">Multiple compressions formats, including but not limited to H.264 and MJPEG.Camera must be able to output at least three (3) video streams simultaneously and must also support simultaneous streaming of multiple formats.Frame rate must be controllable for each stream.	
Power	IP Cameras must be POE or High POE compatible	
Disabled Audio	All cameras which are audio capable must have audio capability disabled from the camera and video management software (VMS), unless otherwise noted.	
Exposure Settings	<ul style="list-style-type: none">Must be configurable for different lighting conditions such as shutter speed, and gain.Must allow an automatic compensation of the image level with regard to the lighting conditions variations.	
Connectivity	<ul style="list-style-type: none">All cameras of the CCTV System must be hardwired, except where otherwise specifically noted. This also applies, without exception, to cameras for elevator, etc...No camera should have built in wireless connection capability unless requested by the CBSA. Even if disabled, wireless capabilities will disqualify the camera.	



6.2. Indoor PTZ Camera - 1MP - Wide Dynamic Range

Reference: Z-1-60-x40/W5		Reference (document name, page, and paragraph number)
Enclosure	<ul style="list-style-type: none">The camera must be resistant to tampering;The camera must be contained in Dome housing type and securely mounted.	
Environment	<ul style="list-style-type: none">The camera assembly must be dustproof and waterproof and must be rated IP52 or better;Only a compliant manufacturer approved enclosure may be considered acceptable.	
Horizontal Field of View	The camera must provide a maximal horizontal field of view between 58 and 68 degrees.	
Focus	The camera must have auto focus.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Resolution	Minimum of 1920 x 1080	
Optical zoom	The camera must support at least 40X optical zoom.	
Range of motion	Must have a pan range of 360 degrees endless. Must have a tilt range of at least 180 degrees.	
Pre-set positions	The camera must have at least 100 pre-set positions	
Return Home when inactive	<ul style="list-style-type: none">The camera PTZ must be able to return in a Home position automatically when a period of inactivity is detected.A configuration tool for the PTZ must be able to define this period of inactivity in a range from 1 second to 5 minutes.	
Wide Dynamic Range	The camera must feature at least 120 dB of 'Wide Dynamic Range'	
Example	Camera such as Axis Q6075 or equivalent can be used.	



6.3. Indoor Camera - 1.3MP Wide Angle - Corridor Format

Reference: D-1.3-95-75:Co/VD		Reference (document name, page, and paragraph number)
Enclosure	<ul style="list-style-type: none">The camera must be resistant to tampering;The camera must be contained in Dome housing type and securely mounted.	
Environment	<ul style="list-style-type: none">The camera assembly must be dustproof and waterproof;Only a compliant manufacturer approved enclosure may be considered acceptable.	
Vandal Proof	These cameras must be resistant to vandalism and tampering. Must be rated IK10 or better.	
Horizontal and Vertical Field of View	<ul style="list-style-type: none">The camera must provide a maximal horizontal field of view between 90 and 100 degrees.The camera must provide a maximal Vertical field of view between 70 and 80 degrees.	
Focus	The camera must have remote focus.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Night Capability	The camera must be a true Day/Night camera with a mechanical IR cut filter.	
Native Resolution	The camera must have a native image resolution between 1.17MP and 1.43MP.	
Optical zoom	The camera must support at least a 2X optical zoom.	
Corridor	The camera must support a rotation of 0°, 90°, 180° and 270°. The camera must be installed and configured to be in corridor mode where the orientation is vertical “portrait”.	
Example	Camera such as SONY SNC-VM601 or equivalent can be used.	



6.4. Indoor camera - 1.3MP Wide Angle - Vandal Resistant

Reference: D-1.3-95-75/VD		Reference (document name, page, and paragraph number)
Enclosure	<ul style="list-style-type: none">The camera must be resistant to tampering;The camera must be contained in Dome housing type and securely mounted.	
Environment	<ul style="list-style-type: none">The camera assembly must be dustproof and waterproof .Only a compliant manufacturer approved enclosure may be considered acceptable	
Vandal Proof	These cameras must be resistant to vandalism and tampering. Must be rated IK10 or better.	
Horizontal and Vertical Field of View	<ul style="list-style-type: none">The camera must provide a maximal horizontal field of view between 90 and 100 degrees.The camera must provide a maximal Vertical field of view between 70 and 80 degrees.	
Focus	The camera must have remote focus.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Night Capability	The camera must be a true Day/Night camera with a mechanical IR cut filter.	
Native Resolution	The camera must have a native image resolution between 1.17MP and 1.43MP.	
Optical zoom	The camera must support at least a 2X optical zoom.	
Example	Camera such as AXIS P9106V or equivalent can be used.	



6.5. Indoor Camera - 1.3MP - Wide Angle - Vandal Resistant - With Audio

Reference: D-1.3-95-75: Au/VDM30		Reference (document name, page, and paragraph number)
Enclosure	<ul style="list-style-type: none">The camera must be resistant to tampering.The camera must be contained in Dome housing type and securely mounted.	
Environment	<ul style="list-style-type: none">The camera assembly must be dustproof and waterproof .Only a compliant manufacturer approved enclosure may be considered acceptable	
Vandal Proof	These cameras must be resistant to vandalism and tampering. Must be rated IK10 or better.	
Horizontal and Vertical Field of View	<ul style="list-style-type: none">The camera must provide a maximal horizontal field of view between 90 and 100 degrees.The camera must provide a maximal Vertical field of view between 70 and 80 degrees.	
Focus	The camera must have remote focus.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Night Capability	The camera must be a true Day/Night camera with a mechanical IR cut filter.	
Native Resolution	The camera must have a native image resolution between 1.17MP and 1.43MP.	
Optical zoom	The camera must support at least a 2X optical zoom.	
Audio	Camera must have at least one audio input port that uses a standard 3.5mm plug, so that a microphone may be connected to the camera to receive audio.	
Microphone	<ul style="list-style-type: none">The microphone can be built-in or external wall/ceiling mounted;The microphone output must be compatible with the camera audio input The microphone must be uni-directional with adjustable direction;The microphone must have a sensitivity of at least -35db at about 1kHz The microphone must have a Signal-on-Noise ratio of at least 60db;	



	<ul style="list-style-type: none">The microphone must have a frequency response of at least 300Hz to 10 kHz.	
Example	Camera such as AXIS P9106V with AXIS T6112 or equivalent can be used.	



6.6. Indoor Camera - 1.5MP - Corner - Vandal Resistant - Infrared Source

Reference: C-1.5-120:IO/V		Reference (document name, page, and paragraph number)
Enclosure	The camera must be contained in a corner mount housing, having no grip design and securely mounted.	
Environment	<ul style="list-style-type: none">The camera assembly must be dustproof and waterproof and must be rated IP52 or better.Only a compliant manufacturer approved enclosure may be considered acceptable	
Vandal Proof	These cameras must be resistant to vandalism and tampering. Must be rated IK10 or better.	
Horizontal Field of View	The camera must provide a maximal horizontal field of view between 112 and 130 degrees.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Night Capability	The camera must be a true Day/Night camera with a mechanical IR cut filter.	
Native Resolution	The camera must have a native image resolution between 1.35MP and 1.65MP.	
Privacy mask	Must support privacy mask	
Infrared illuminator built-in	The camera must feature integrated IR illumination.	
Example	Camera such as Bosch Flexidome IP corner 9000MP or equivalent can be used.	



6.7. Indoor Camera - 2.1MP - Vandal Resistant

Reference: D-2.1-100/V		Reference (document name, page, and paragraph number)
Enclosure	<ul style="list-style-type: none">• The camera must be resistant to tampering.• The camera must be contained in Dome housing type and securely mounted.	
Environment	<ul style="list-style-type: none">• The camera assembly must be dustproof and waterproof and must be rated IP52 or better.• Only a compliant manufacturer approved enclosure may be considered acceptable	
Vandal Proof	These cameras must be resistant to vandalism and tampering. Must be rated IK10 or better.	
Horizontal Field of View	The camera must provide a maximal horizontal field of view between 97 and 113 degrees.	
Focus	The camera must have remote focus.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Night Capability	The camera must be a true Day/Night camera with a mechanical IR cut filter.	
Native Resolution	The camera must have a native image resolution between 1.89MP and 2.31MP.	
Optical zoom	The camera must support at least a 2X optical zoom.	
Example	Camera such as Axis Q3515-LV 9mm or equivalent can be used.	



6.8. Indoor Camera - 2.1MP - Vandal Resistant - Very Wide Dynamic Range - Corridor Format

Reference: D-2.1-100:Co/VW5		Reference (document name, page, and paragraph number)
Enclosure	<ul style="list-style-type: none">The camera must be resistant to tampering.The camera must be contained in Dome housing type and securely mounted.	
Environment	<ul style="list-style-type: none">The camera assembly must be dustproof and waterproof and must be rated IP52 or better.Only a compliant manufacturer approved enclosure may be considered acceptable	
Vandal Proof	These cameras must be resistant to vandalism and tampering. Must be rated IK10 or better.	
Horizontal Field of View	The camera must provide a maximal horizontal field of view between 97 and 113 degrees.	
Focus	The camera must have remote focus.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Night Capability	The camera must be a true Day/Night camera with a mechanical IR cut filter.	
Native Resolution	The camera must have a native image resolution between 1.89MP and 2.31MP.	
Optical zoom	The camera must support at least a 2X optical zoom.	
Wide Dynamic Range	The camera must feature at least 120 dB of 'Wide Dynamic Range'	
Corridor	The camera must support a rotation of 0°, 90°, 180° and 270°. The camera must be installed and configured to be in corridor mode where the orientation is vertical "portrait".	
Example	Camera such as Axis Q3515-LV 9mm or equivalent can be used.	



6.9. Indoor Camera - 2.1MP - Vandal Resistant - Very Wide Dynamic Range

Reference: D-2.1-100/VW5		Reference (document name, page, and paragraph number)
Enclosure	<ul style="list-style-type: none">The camera must be resistant to tampering;The camera must be contained in Dome housing type and securely mounted.	
Environment	<ul style="list-style-type: none">The camera assembly must be dustproof and waterproof and must be rated IP52 or better.Only a compliant manufacturer approved enclosure may be considered acceptable	
Vandal Proof	These cameras must be resistant to vandalism and tampering. Must be rated IK10 or better.	
Horizontal Field of View	The camera must provide a maximal horizontal field of view between 97 and 113 degrees.	
Focus	The camera must have remote focus.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Night Capability	The camera must be a true Day/Night camera with a mechanical IR cut filter.	
Native Resolution	The camera must have a native image resolution between 1.89MP and 2.31MP.	
Optical zoom	The camera must support at least a 2X optical zoom.	
Wide Dynamic Range	The camera must feature at least 120 dB of 'Wide Dynamic Range'	
Example	Camera such as Axis Q3515-LV 9mm or equivalent can be used.	



6.10. Indoor Camera - 2.1MP - Vandal Resistant - Corridor Format

Reference: D-2.1-100:Co/V		Reference (document name, page, and paragraph number)
Enclosure	<ul style="list-style-type: none">The camera must be resistant to tampering;The camera must be contained in Dome housing type and securely mounted.	
Environment	<ul style="list-style-type: none">The camera assembly must be dustproof and waterproof and must be rated IP52 or better;Only a compliant manufacturer approved enclosure may be considered acceptable	
Vandal Proof	These cameras must be resistant to vandalism and tampering. Must be rated IK10 or better.	
Horizontal Field of View	The camera must provide a maximal horizontal field of view between 97 and 113 degrees.	
Focus	The camera must have remote focus.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Night Capability	The camera must be a true Day/Night camera with a mechanical IR cut filter.	
Native Resolution	The camera must have a native image resolution between 1.89MP and 2.31MP.	
Optical zoom	The camera must support at least a 2X optical zoom.	
Corridor	The camera must support a rotation of 0°, 90°, 180° and 270°. The camera must be installed and configured to be in corridor mode where the orientation is vertical "portrait".	
Example	Camera such as Axis Q3515-LV 9mm or equivalent can be used.	



6.11. Outdoor Camera - 2.1MP - Vandal Resistant

Reference: D-2.1-100/VE		Reference (document name, page, and paragraph number)
Enclosure	<ul style="list-style-type: none">The camera must be resistant to tampering.The camera must be contained in Dome housing type and securely mounted.	
Environment	<ul style="list-style-type: none">The camera assembly must be dustproof and waterproof and must be rated IP66 or better.The camera assembly must have an operating temperature range between -40 to +40 C.A custom enclosure will not be considered acceptable.	
Vandal Proof	<ul style="list-style-type: none">These cameras must be resistant to vandalism and tampering.Must be rated IK10 or better.	
Horizontal Field of View	The camera must provide a maximal horizontal field of view between 97 and 113 degrees.	
Focus	The camera must have remote focus.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Night Capability	The camera must be a true Day/Night camera with a mechanical IR cut filter.	
Native Resolution	The camera must have a native image resolution between 1.89MP and 2.31MP.	
Optical zoom	The camera must support at least a 2X optical zoom.	
Example	Camera such as Axis Q3515-LVE 9mm or equivalent can be used.	



6.12. Indoor Camera - 5.3MP - Vandal Resistant

Reference: D-5.3-95/V		Reference (document name, page, and paragraph number)
Enclosure	<ul style="list-style-type: none">The camera must be resistant to tampering.The camera must be contained in Dome housing type and securely mounted.	
Environment	<ul style="list-style-type: none">The camera assembly must be dustproof and waterproof and must be rated IP52 or better.Only a compliant manufacturer approved enclosure may be considered acceptable	
Vandal Proof	These cameras must be resistant to vandalism and tampering. Must be rated IK10 or better.	
Horizontal Field of View	The camera must provide a maximal horizontal field of view between 88 and 102 degrees.	
Focus	The camera must have remote focus.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Night Capability	The camera must be a true Day/Night camera with a mechanical IR cut filter.	
Native Resolution	The camera must have a native image resolution between 4.77MP and 5.83MP.	
Optical zoom	The camera must support at least a 2X optical zoom.	
Example	Camera such as Axis Q3517-LV or equivalent can be used.	



6.13. Indoor Camera - 5.3MP - Vandal Resistant - Corridor Format

Reference: D-5.3-95:Co/V		Reference (document name, page, and paragraph number)
Enclosure	<ul style="list-style-type: none">The camera must be resistant to tampering;The camera must be contained in Dome housing type and securely mounted.	
Environment	<ul style="list-style-type: none">The camera assembly must be dustproof and waterproof and must be rated IP52 or better;Only a compliant manufacturer approved enclosure may be considered acceptable	
Vandal Proof	These cameras must be resistant to vandalism and tampering. Must be rated IK10 or better.	
Horizontal Field of View	The camera must provide a maximal horizontal field of view between 88 and 102 degrees.	
Focus	The camera must have remote focus.	
Frame per Second (FPS)	The camera must be able to support at least 30 frames per second at the minimum resolution specified above.	
Night Capability	The camera must be a true Day/Night camera with a mechanical IR cut filter.	
Native Resolution	The camera must have a native image resolution between 4.77MP and 5.83MP.	
Optical zoom	The camera must support at least a 2X optical zoom.	
Corridor	The camera must support a rotation of 0°, 90°, 180° and 270°. The camera must be installed and configured to be in corridor mode where the orientation is vertical "portrait".	
Example	Camera such as Axis Q3517-LV or equivalent can be used.	



7. Joystick Specifications

Reference: JOY-I:U		Reference (document name, page, and paragraph number)
Function	The video surveillance joystick must allow to select a specific PTZ on a LAN and to control it according to all axes: vertical, horizontal and according to the zoom.	
Form Factor	<ul style="list-style-type: none">• The device is a finished product consisting of one or two boxes• Contains an ergonomic joystick control and a keypad• Must be able to easily fit on a desk	
PTZ command function	The joystick-type device must have a 3-axis joystick, with a rotary knob.	
Keyboard function	The joystick device must have integrated or separately, a keypad dedicated to video surveillance that allows to select the device to control.	
Compatibility	The joystick must be compatible with the version of Windows and also the VMS client software installed on the viewing station.	
Connection	The joystick device must be able to connect the viewing station via USB.	
Example	Joystick such as Axis T8311, Axis T8312 or equivalent can be used.	



8. KVM/KMM Specifications

Reference: KMM/VGA-USB		Reference (document name, page, and paragraph number)
Function	The device is a KMM integrated COTS product which includes the keyboard, monitor and mouse functions.	
Form Factor	<ul style="list-style-type: none">The product must have a closable display screen.<u>Width</u>: The product must have 19-inch wide rack format, meeting the industry standards for installation purposes in a rack or cabinet.<u>Height</u>: The closed product must not exceed a 1U high.The product must have rails that allow drag the KMM outside the server rack and open the display screen.	
Input	The product must have a keyboard and a "touchpad"	
Connectivity	<ul style="list-style-type: none">The KMM must have at least one VGA port for video connection;The KMM must also have enough USB v3.0 ports for Keyboard / Mouse connection;The KMM must NOT have built in wireless capabilities at all. Even if disabled, wireless capabilities will disqualify the KMM.	
Monitor resolution	The product must have a screen resolution of at least 1366 X 768.	
Monitor size	The product must include a 18.5 " or more, LCD or LED display screen.	
Power supply	The device must be able to be powered on 120VAC and 230VAC.	
Example	KVM/KMM such as Dell DKMMLED185-G01 - 18.5" 1U KMM Console or equivalent can be used.	



8.1. KVM - Switch Over IP - Rack Format

Reference: KVM:C8/VGA-USB-RJ45		Reference (document name, page, and paragraph number)
Function	<ul style="list-style-type: none">The device is a KVM integrated COTS product (keyboard, video and mouse) for the inter connection between a set of monitor / keyboard / mouse and several computers or servers;The product allows switching and visualization using a KMM or remotely through an Ethernet connection.	
Form Factor	<ul style="list-style-type: none"><u>Width</u>: The product must have 19-inch wide rack format, meeting the industry standards for installation purposes in a rack or cabinet.<u>Height</u>: The closed product must not exceed a 1U high.	
Number of Computers handled	The device must be able to handle up to eight (8) different machines.	
Connectivity	<ul style="list-style-type: none">The KVM must have as many VGA connection ports , as per the number of computers being connected;The KVM must have as many Keyboard/Mouse USB connection ports, as per the number of computers being connected;The KVM must have at least one TCP/IP - RJ45 Network connection port for remote access;The KVM must have at least one connection port for remote access by telephone modem;The KVM must NOT have built in wireless capabilities at all. Even if disabled, wireless capabilities will disqualify the KVM.	
Power supply	The device must be able to be powered on 120VAC and 230VAC.	
Example	KVM/KMM such as KVM Avocent Merge Point Unity MPU108EDAC-001 1U or equivalent can be used.	



9. Monitor Specifications

9.1. 24 inch

Reference: UI-MNT:24D/FHD		Reference (document name, page, and paragraph number)
Function	The main function of the product must be a Monitor.	
Monitor Size	Must have 24" connected LCD or LED monitor.	
Monitor Resolution	Monitor(s) must have a minimum of 1920 X 1080 image resolution.	
Monitor Angle of view	The monitor must have a horizontal and vertical angle of view equal or better than 175 degrees.	
Monitor Static contrast	The monitor must have a static contrast ratio equal or better than 1000:1	
Monitor connection	<ul style="list-style-type: none">The monitor input connector format must be compatible with the output connector format of the server or computer assigned to it, to be able to display at its full performances;If the distance between the monitor and the computer or server exceeds the recommended limit for this type of connection, a video extender system must be installed to maintain the quality of the video signal between the computer or server and the monitor.	
Mount	The monitor must be installed on desk	
Example	Monitor such as NEC EA245WMI-BK or equivalent can be used.	



9.2. 27 inch

Reference: UI-MNT:27D/FHD		Reference (document name, page, and paragraph number)
Function	The main function of the product must be a Monitor.	
Monitor Size	Must have 27" connected LCD or LED monitor.	
Monitor Resolution	Monitor(s) must have a minimum of 1920 X 1080 image resolution.	
Monitor Angle of view	The monitor must have a horizontal and vertical angle of view equal or better than 175 degrees.	
Monitor Static contrast	The monitor must have a static contrast ratio equal or better than 1000:1	
Monitor connection	<ul style="list-style-type: none">The monitor input connector format must be compatible with the output connector format of the server or computer assigned to it, to be able to display at its full performances.If the distance between the monitor and the computer or server exceeds the recommended limit for this type of connection, a video extender system must be installed to maintain the quality of the video signal between the computer or server and the monitor.	
Mount	The monitor must be installed on desk	
Example	Monitor such as BOSCH UML-273-90 or equivalent can be used.	



9.3. 32 inch

Reference: UI-MNT:32D/FHD		Reference (document name, page, and paragraph number)
Function	The main function of the product must be a Monitor.	
Monitor Size	Must have 32" connected LCD or LED monitor.	
Monitor Resolution	Monitor(s) must have a minimum of 1920 X 1080 image resolution.	
Monitor Angle of view	The monitor must have a horizontal and vertical angle of view equal or better than 175 degrees.	
Monitor Static contrast	The monitor must have a static contrast ratio equal or better than 1000:1.	
Monitor connection	<ul style="list-style-type: none">The monitor input connector format must be compatible with the output connector format of the server or computer assigned to it, to be able to display at its full performances.If the distance between the monitor and the computer or server exceeds the recommended limit for this type of connection, a video extender system must be installed to maintain the quality of the video signal between the computer or server and the monitor.	
Mount	The monitor must be installed on desk	
Example	Monitor such as BOSCH UML-323-90 or equivalent can be used.	



9.4. 42 inch

Reference: UI-MNT:42W/4K		Reference (document name, page, and paragraph number)
Function	The main function of the product must be a Monitor.	
Monitor Size	Must have 42" connected LCD or LED monitor.	
Monitor Resolution	Monitor(s) must have a minimum 4K image resolution.	
Monitor Angle of view	The monitor must have a horizontal and vertical angle of view equal or better than 175 degrees.	
Monitor Static contrast	The monitor must have a static contrast ratio equal or better than 1000:1	
Monitor connection	<ul style="list-style-type: none">The monitor input connector format must be compatible with the output connector format of the server or computer assigned to it, to be able to display at its full performances.If the distance between the monitor and the computer or server exceeds the recommended limit for this type of connection, a video extender system must be installed to maintain the quality of the video signal between the computer or server and the monitor.	
Mount	The monitor must be wall mounted	
Example	Monitor such as Philips 4K 436M6VBRAB/27 or equivalent can be used.	



10. Power Distribution Unit Specifications

10.1. Power Distribution Solution

Reference: PDS-R/16		Reference (document name, page, and paragraph number)
Function	<ul style="list-style-type: none">The Power Distribution System (PDS) must be able to supply all the equipment supported by the main UPS which includes the main but also the redundant power supplies.The PDS solution can be comprised of one or more Power Distribution Units (PDU) .	
Form Factor	The PDS solution can be a "zero U" or a « Rackmount » standard, Width of 48.26 cm (19")	
Load capacity	<p>The Power Distribution Solution (PDS) must meet the all three following criteria:</p> <ul style="list-style-type: none">The PDS must be able to distribute power to all servers, POE network switches, and all CCTV equipment hosted in the server bay, including to the equipment backup power supply when redundancy is required.To allow for safety margin and future expansion, the total load of the proposed equipment attached to the PDS must not exceed 50% of the PDS's maximum load capacity.The PDS Output power capacity must be greater than 16 kVA.	
Input	The PDS solution input must be compatible with the electrical ratings of the environment to which it is connected in the CCTV rack. This means that the voltage and frequency rating and connection type must be compatible.	
Output	<ul style="list-style-type: none">The PDS solution outputs must be compatible with the CCTV equipment to which they are connected in the CCTV rack. This means that the voltage and frequency rating and connection type must be compatible.The PDS solution must have enough outputs in order to be able to distribute power to all the CCTV equipment hosted by the CCTV rack with at least 3 spare outputs.	
Network Management	<ul style="list-style-type: none">Must have network management interfaces that provide standards-based management via Web, SNMP and Telnet.Must allow advanced network control and remote power control and monitoring.	
Power delays	The PDS solution must be able to allow users to configure the sequence in which power is turned on or off for each outlet.	



Visual indicators	The PDS solution must be able to visually indicate overload and warning conditions, based on the user-defined alarm thresholds.	
Example	Power Distribution Unit such as APC Switched Rack PDUs AP79xx or AP89xx series or equivalent can be used.	



11. Server Specifications

11.1. General Server Specifications

		Reference (document name, page, and paragraph number)
General	<ul style="list-style-type: none">• In the proposed solution, servers must be provided with all the accessories, connectors, cables and firmware required to have a complete installation for a proper functional CCTV System based on the performance specified in this document.• In the proposed solution, the servers permit to be individually switched on or off, for maintenance or emergency purposes.• In case of failure requiring replacement, the default server must be able to be independently replaced with a new server, without having to change the remaining functional servers.• If applicable, the Video Management software and the Video Recording Failover software must be installed on the same physical machine.• RAID 6 setup is required for regular Video Recording Server storage, unless otherwise specified.• RAID 5 setup is required for Video Recording Failover Server storage, unless otherwise specified.• RAID 1 setup is required for all OS/Application drives.• The availability Function cannot be done by using simple duplication of recorded video on multiple servers, unless otherwise specified.	



11.2. Video Management Failover Server

Reference: SRV-R-S:MF		Reference (document name, page, and paragraph number)
Function Type	The server must have a Video Management Failover function.	
Form Factor	Must be « Rackmount » standard, Width of 48.26 cm (19”) Must have sliding rails with cable management arm.	
Processor specifications	<ul style="list-style-type: none"> Number of Processors required: 1 or more Number of Cores required : 4 or more Instruction Set: 64-bit 	
Processor Reference	Processor such as Intel Xeon E3-1200 v5 series or better.	
RAM Memory	64 GB RDIMM or higher	
RAID Controller	Must have 512 MB Battery Backed Cache or higher	
System/Application Drives	<p>The Operating System (OS) must be installed as per following:</p> <ul style="list-style-type: none"> The total usable storage capacity after RAID must be 240GB or higher; Minimum of two (2) drives must be present; The drives must be RAID 1 managed; The type of drive must be SSD technology type; The drives must also use SAS bus or a bus with better performance. 	
Operating System	<ul style="list-style-type: none"> Must have the latest Windows Server version installed compatible with the VMS application software. Server must be Certified by Microsoft for the version of Windows OS installed. 	
Application Software	<ul style="list-style-type: none"> Video Management Failover application software must be installed on the OS drive space. The version of the Management Failover application software installed must be compatible with the OS installed. Data base used for the Video Management application must be installed and setup as recommended by the software manufacturer. 	
Communication software to the UPS	The server should have automated power shutdown software installed on the OS partition and activated. When the UPS send the order, this software must softly shutdown all the embedded applications on the server and must turn off the device.	
Network	Must have dual 1Gb Ethernet connection capability.	
Power Supply	Must have dual, hot-plug redundant power supplies.	
Example	Server such as Dell PowerEdge R330 or equivalent can be used.	

11.3. Video Management System / Video Recording Failover Server



Reference: SRV-R-L:MRF/R5-21.8TB		Reference (document name, page, and paragraph number)
Function Type	The server must have a <i>Video Management</i> function and a <i>Video Recording Failover</i> function	
Form Factor	<ul style="list-style-type: none">• Must be « Rackmount » standard, Width of 48.26 cm (19");• Must have sliding rails with cable management arm.	
Processor specifications	<ul style="list-style-type: none">• Number of Processors required: 2 or more;• Number of Cores required : 6 or more;• Instruction Set: 64-bit.	
Processor Reference	Processor such as Intel Xeon E5-2600 v4 series or better.	
Motherboard	Supports Dual processor Socket	
RAM Memory	64 GB RDIMM or higher	
RAID Controller	Must have 512 MB Battery Backed Cache or higher	
System/Application Drives	<p>The Operating System (OS) must be installed as per following:</p> <ul style="list-style-type: none">• The total usable storage capacity after RAID must be 240GB or higher.• Minimum of two (2) drives must be present.• The drives must be RAID 1 managed.• The type of drive must be SSD technology type.• The drives must also use SAS bus or a bus with better performance.	
Video Recording Drives	<ul style="list-style-type: none">• Drives must be setup on RAID 5 mode.• The total usable storage capacity after RAID must be approximately 21.8TB or higher.• Hot swappable drives must be used.• Hard drive rotation speed must be at least 7.2K RPM or better;• Hard drives must be Near-line SAS type or better.	
Operating System	<ul style="list-style-type: none">• Must have the latest Windows Server version installed compatible with the VMS application software.• Server must be Certified by Microsoft for the version of Windows OS installed.	



Application Software	<ul style="list-style-type: none">• The Video Management and Video Recording Failover application software must be installed on the OS drive space.• The version of the Video Management and Video Recording Failover application software installed must be compatible with the OS installed.• Data base used for the application software must be installed and setup as recommended by the software manufacturer.	
NTP Software	Must have NTP server software installed on the OS partition and activated, able to communicate and synchronize its server time with all the Devices connected on the CCTV network.	
Communication software to the UPS	The server should have automated power shutdown software installed on the OS partition and activated. When the UPS send the order, this software must softly shutdown all the embedded applications on the server and must turn off the device.	
Network	Must have dual 1Gb Ethernet connection capability.	
Power Supply	Must have dual, hot-plug redundant power supplies.	
Example	Server such as Dell PowerEdge R730 or equivalent can be used.	



11.4. Video Recording Server

Reference: SRV-R-L:R/R6-61TB		Reference (document name, page, and paragraph number)
Function Type	The server must have a Video Recording function.	
Form Factor	<ul style="list-style-type: none">• Must be « Rackmount » standard, Width of 48.26 cm (19")• Must have sliding rails with cable management arm.	
Processor specifications	<ul style="list-style-type: none">• Number of Processors required: 2 or more• Number of Cores required : 6 or more• Instruction Set: 64-bit	
Processor Reference	Processor such as Intel Xeon E5-2600 v4 series or better.	
Motherboard	Supports Dual processor Socket	
RAM Memory	64 GB RDIMM or higher	
RAID Controller	Must have 512 MB Battery Backed Cache or higher	
System/Application Drives	<p>The Operating System (OS) must be installed as per following:</p> <ul style="list-style-type: none">• The total usable storage capacity after RAID must be 240GB or higher;• Minimum of two (2) drives must be present;• The drives must be RAID 1 managed;• The type of drive must be SSD technology type;• The drives must also use SAS bus or a bus with better performance.	
Video Recording Drives	<ul style="list-style-type: none">• Drives must be setup on RAID 6 mode;• The total usable storage capacity after RAID must be approximately 61TB or higher;• Hot swappable drives must be used;• Hard drive rotation speed must be at least 7.2K RPM or better;• Hard drives must be Near-line SAS type or better.	
Operating System	<ul style="list-style-type: none">• Must have the latest Windows Server version installed compatible with the VMS application software.• Server must be Certified by Microsoft for the version of Windows OS installed.	



Application Software	<ul style="list-style-type: none">• The Video Recording application software must be installed on the OS drive space.• The version of the Video Recording application software installed must be compatible with the OS installed.• Data base used for the application software must be installed and setup as recommended by the software manufacturer.	
NTP Software	Must have NTP client software installed on the OS partition, able to communicate and synchronize the Device time with the NTP server installed on the CCTV network.	
Communication software to the UPS	The server should have automated power shutdown software installed on the OS partition and activated. When the UPS send the order, this software must softly shutdown all the embedded applications on the server and must turn off the device.	
Network	Must have dual 1Gb Ethernet connection capability.	
Power Supply	Must have dual, hot-plug redundant power supplies.	
Example	Server such as Dell PowerEdge R730xd or equivalent can be used.	



12. Surge Protector Specifications

Reference: SUR-U/120		Reference (document name, page, and paragraph number)
Function	Must be able to protect equipment such as UPS, Data center and other IT equipment, against overvoltage.	
Peak Current Normal Mode	The Surge Protector must be able to protect the equipment against a Peak Current of 120 kA in normal mode.	
Response time	The Surge Protector must be able to react and filter the overvoltage in less than 1 ns (nanosecond) in normal mode.	
EMI/RFI Noise rejection	The Surge Protector must have a EMI/RFI Noise rejection of at least 50 db between 100 kHz to 10 MHz.	
Input	The Surge Protector input must be compatible with the electrical environment available in the CCTV server room, which includes compatible voltage and frequency rating and connection type.	
Output	The Surge Protector output must be compatible with the devices it connects and supports, which includes compatible voltage and frequency rating and connection type.	
Power	The Surge Protector must be able to support the full power rating specified by the UPS and any other equipment that it protects.	
Example	Surge protector such as Eaton - 120KA Surge protector - SPD120 Series or equivalent can be used.	



13. Switch Specifications

13.1. Edge Switch Solution

Reference: SWT-R:E/Po		Reference (document name, page, and paragraph number)
Function	The Edge Switch Solution must interconnect CCTV equipment on the same standalone network, including but not limited to, the Core Switch Solution, the cameras and network accessories.	
Form Factor	<ul style="list-style-type: none">• The Switch Solution must have 19 inch standard width and must be able to be installed in a grade server rack/cabinet;• The Switch Solution can be composed of one or several Switches.	
Standards	The Switch Solution must be compliant with the Canadian industry standards when apply.	
Layers	The Switch solution must have fully Layer 2 capability.	
Port Number	<p>The Edge Switch Solution must be compliant to the following points at minimum:</p> <ul style="list-style-type: none">• Connection ports to cameras and needed IT accessories (100Mbps min):<ul style="list-style-type: none">○ The Edge Switch Solution must have enough appropriate Ethernet ports in order to be able to directly connect all the IP cameras of its neighbourhood zone and all needed IT accessories;○ These ports must have an appropriate bandwidth which must be greater than twice of its expected traffic in the worst case scenario;○ These ports must be able to support at least 100 Mbps.• Uplink Ports (1 Gbps min):<ul style="list-style-type: none">○ The Edge Switch Solution must have at least two (2) Uplink Ports in order to be able to connect the Edge Switch Solution to the Core Switch Solution.○ These ports must have an appropriate bandwidth which must be greater than twice of its expected traffic in the worst case scenario.○ These ports must be able to support at least 1 Gbps.	



	<ul style="list-style-type: none">○ If it apply and if there is long communication distances or a high bandwidth required, the uplink ports must support SFP optical fiber type, equipped with optical fiber SFP type modules, in order to be able to interconnect the Edge Switch Solution to the Core Switch Solution through optical fiber.• Connection Ports to additional future cameras:<ul style="list-style-type: none">○ The Edge Switch Solution must have additional ports to be able in order to host at least 15% of additional future cameras.• Viewing stations and potential encoders:<ul style="list-style-type: none">○ This Edge Switch Solution must not be used or sized to interconnect Viewing stations nor potential encoders.	
Network Bandwidth	<ul style="list-style-type: none">• The Switch Solution must support at least two times the bandwidth of the traffic of all cameras of the considered zone being viewed and recorded continuously and simultaneously in the worst case scenario;• Each camera is supposed to have an average bandwidth of 2Mb/s in recording mode and 3Mb/s in viewing mode;• Each Port must support the bandwidth of the connected device.	
General Protocols	<p>Multicast: The Switch Solution must allow optimizing bandwidth on the CCTV network, by supporting IP Multicast Routing, Snooping and Querying for IPv4 and IPv6, including but not limited to:</p> <ul style="list-style-type: none">• PIM: Must support PIM sparse and dense protocol mode to route IP multicast traffic;• IGMP: Must support IGMP (Internet Group Management Protocol) Snooping for IPv4 and IPv6 MLD (versions 1 and 2) to prevent flooding of IP multicast traffic and must enable customers to rapidly join and leave multicast streams and limit intensive video traffic to bandwidth only applicants;• Static: Must support Static IP routing;• RIP: Must support routing protocol RIP-1 and RIP-2;• OSPF: Must support at least OSPFv2 for IPv4 routing and OSPFv3 for IPv6 routing.	



Latency	The Switch Solution must be able to switch video streams in a transparent manner and must not contribute to generate latency more than 80ms on the CCTV network.	
IPv6	<ul style="list-style-type: none">• Must support IPv6 protocol;• IPv6 host: enables switches to be managed and deployed at the IPv6 network's edge;• Dual stack (IPv4/IPv6): transitions from IPv4 to IPv6, supporting connectivity for both protocols;• MLD snooping: Allow forwards IPv6 multicast traffic to the appropriate interface IPv6 ACL/QoS: supports ACL and QoS for IPv6 network traffic, preventing traffic flooding.	
Power over Ethernet (PoE/PoE+)	<ul style="list-style-type: none">• PoE in accordance with IEEE 802.3af<ul style="list-style-type: none">○ All ports of switches connected cameras directly must be a minimum configurable PoE in accordance with IEEE 802.3af and thus must be able to provide a power of 15W to each camera that is connected to the port.• PoE PLUS accordance with IEEE 802.3at<ul style="list-style-type: none">○ All ports of switches connected directly to the cameras that require PoE+, must be configured PoE+ according to IEEE 802.3at, and must thus be able to provide 30W to each device connected to the said port.○ The total power budget of the switches must be sufficient to supply the power of PoE and PoE+ ports needed.• PoE that needs greater power than 30W<ul style="list-style-type: none">○ If some equipment like heated PTZ cameras require greater power than 30W, independent power injectors backed up by UPS may be used. For the cabling requirements refer please to the cabling section if applicable.	
Management	<p>Must have a full management capability, including but not limited to:</p> <ul style="list-style-type: none">• RMON, Extended RMON, and sFlow:<ul style="list-style-type: none">○ Provide advanced monitoring and reporting capabilities for statistics, history, alarms, and events.• IEEE 802.1AB Link Layer Discovery Protocol (LLDP):	



	<ul style="list-style-type: none">○ Automated device discovery protocol provides easy mapping by network management applications.• Uni-Directional Link Detection (UDLD):<ul style="list-style-type: none">○ Monitors cable between two switches and shuts down the ports on both ends if the cable is broken turning the bi-directional link into uni-directional; this prevents network problems such as loops.• Remote Power Management:<ul style="list-style-type: none">○ If applicable, must be capable of controlling the power to the individual ports, i.e. remote POE OFF/ON.	
Wireless capability	The Switch Solution must NOT have built in wireless capabilities at all. Even if disabled, wireless capabilities will disqualify the Switch Solution.	
Security	<ul style="list-style-type: none">• Access control lists (ACLs):<ul style="list-style-type: none">○ Provide filtering based on the IP field, source/destination IP address/subnet, and source/destination TCP/UDP port number on a per-VLAN or per-port basis.• Spanning Tree Protocol (STP):<ul style="list-style-type: none">○ Must support Multiple Spanning Tree Protocol (STP)• Multiple user authentication methods:<ul style="list-style-type: none">○ IEEE 802.1X users per port: provides authentication of multiple IEEE 802.1X users per port; prevents user "piggybacking" on another user's IEEE 802.1X authentication. Web- based authentication: authenticates from Web browser for clients that do not support IEEE 802.1X supplicant; customized remediation can be processed on an external Web server• DHCP protection:<ul style="list-style-type: none">○ Blocks DHCP packets from unauthorized DHCP servers, preventing denial-of-service attacks.• Secure management access:<ul style="list-style-type: none">○ Securely encrypts all access methods (CLI, GUI, or MIB) through SSHv2, SSL 3.0, and/or SNMPv3.	
Example	Switch such as HP Aruba 2930M, HP 3810 Switch Series or equivalent can be used.	



13.2. Core Switch Solution

Reference: SWT-R:C/2S		Reference (document name, page, and paragraph number)
Function	<ul style="list-style-type: none">The <i>Core Switch Solution</i> provides high speed interconnection between the servers, viewing stations and the Edge Switch(es) Solutions.This <i>Core Switch Solution</i> must be positioned within the backbone of the network.	
Form Factor	<ul style="list-style-type: none">The <i>Switch Solution</i> must have 19 inch standard width and must be able to be installed in a grade server rack/cabinet.The <i>Switch Solution</i> can be composed of one or several Switches.	
Standards	The Switch Solution must be compliant with the Canadian industry standards when apply.	
Layers	The Switch solution must have fully Layer 2 and 3 capability.	
Port Number	<ul style="list-style-type: none">The Core Switch Solution must be compliant to the following points at minimum: Connection Ports to Edge Switch Solution located in Server Room (1 Gbps min):<ul style="list-style-type: none">The Core Switch Solution must have enough appropriate ports type and number in order to be able to directly connect the Edge Switch Solution located in the Server Room. These ports must have an appropriate bandwidth which must be greater than twice of its expected traffic in the worst case scenario. These ports must be able to support at least 1 Gbps.Connection Ports to Edge Switch Solutions located in Satellite Rooms (1Gps min):<ul style="list-style-type: none">The Core Switch Solution must have enough appropriate ports type and number in order to be able to directly connect the Edge Switch Solutions in the Satellite Rooms. These port must have an appropriate bandwidth which must be greater than twice of its expected traffic in the worst case scenario. These ports must be able to support at least 1 Gbps.Connection Ports to Servers in Server Room (1Gps min):<ul style="list-style-type: none">The Core Switch Solution must have enough appropriate ports type and number in order to be able to directly connect all the Servers in Server Room. These port must have an appropriate bandwidth which must be greater than twice of its expected traffic in the worst case scenario. These ports must be able to support at least 1 Gbps.	



	<ul style="list-style-type: none">• Connection Ports to KVM and all needed IT accessories (100Mbps min):<ul style="list-style-type: none">○ The Core Switch Solution must have enough 100Mbps Ethernet ports at minimum in order to be able to connect the KVM and all needed IT accessories.• Uplink Connection Ports (10 Gbps min):<ul style="list-style-type: none">○ The Core Switch Solution must have at least two (2) SFP+ ports for 10 Gbps fiber uplink.• Connection to additional future equipment:<ul style="list-style-type: none">○ The Core Switch Solution must have additional ports to be able to host at least 15% of additional future equipment.• If the Core Switch solution requires redundancy, each Core Switch Solution subset (the active one and the one on standby) must be compliant to all the statements above.	
Network Bandwidth	<ul style="list-style-type: none">• The Switch Solution must support at least two times the bandwidth of the cumulated traffic of all servers, viewing stations and cameras of the considered zone being viewed and recorded continuously and simultaneously in the worst case scenario. Each camera is supposed to have an average bandwidth of 2Mb/s in recording mode and 3Mb/s in viewing mode.• Each Port must support the bandwidth of the connected device.	
General Protocols	<p>Multicast: The Switch Solution must allow optimizing bandwidth on the CCTV network, by supporting IP Multicast Routing, Snooping and Querying for IPv4 and IPv6, including but not limited to:</p> <ul style="list-style-type: none">• PIM: Must support PIM sparse and dense protocol mode to route IP multicast traffic.• IGMP: Must support IGMP (Internet Group Management Protocol) Snooping for IPv4 and IPv6 MLD (versions 1 and 2) to prevent flooding of IP multicast traffic and must enable customers to rapidly join and leave multicast streams and limit intensive video traffic to bandwidth only applicants.• Static: Must support Static IP routing,• RIP: Must support routing protocol RIP-1 and RIP-2,• OSPF: Must support at least OSPFv2 for IPv4 routing and OSPFv3 for IPv6 routing.	
Latency	The Switch Solution must be able to switch video streams in a transparent manner and must not contribute to generate latency more than 80ms on the CCTV network.	
IPv6	Must support IPv6 protocol;	



	<ul style="list-style-type: none"> • IPv6 host: enables switches to be managed and deployed at the IPv6 network's edge; • Dual stack (IPv4/IPv6): transitions from IPv4 to IPv6, supporting connectivity for both protocols; • MLD snooping: Allow forwards IPv6 multicast traffic to the appropriate interface IPv6 ACL/QoS: supports ACL and QoS for IPv6 network traffic, preventing traffic flooding. 	
High Available Power	<ul style="list-style-type: none"> • The Switch Solution must have two power supply, where the main power supply is automatically backed up by the secondary power supply in case of failure. 	
Management	<p>Must have a full management capability, including but not limited to:</p> <ul style="list-style-type: none"> • RMON, Extended RMON, and sFlow: <ul style="list-style-type: none"> ○ Provide advanced monitoring and reporting capabilities for statistics, history, alarms, and events. • IEEE 802.1AB Link Layer Discovery Protocol (LLDP): <ul style="list-style-type: none"> ○ Automated device discovery protocol provides easy mapping by network management applications. • Uni-Directional Link Detection (UDLD): <ul style="list-style-type: none"> ○ Monitors cable between two switches and shuts down the ports on both ends if the cable is broken turning the bi-directional link into uni-directional; this prevents network problems such as loops. • Remote Power Management: <ul style="list-style-type: none"> ○ If applicable, must be capable of controlling the power to the individual ports, i.e. remote POE OFF/ON. 	
Wireless capability	<p>The Switch Solution must NOT have built in wireless capabilities at all. Even if disabled, wireless capabilities will disqualify the Switch Solution.</p>	
Security	<ul style="list-style-type: none"> • Access control lists (ACLs): <ul style="list-style-type: none"> ○ Provide filtering based on the IP field, source/destination IP address/subnet, and source/destination TCP/UDP port number on a per-VLAN or per-port basis. • Spanning Tree Protocol (STP): <ul style="list-style-type: none"> ○ Must support Multiple Spanning Tree Protocol (STP) • Multiple user authentication methods: <ul style="list-style-type: none"> ○ IEEE 802.1X users per port: provides authentication of multiple IEEE 802.1X users per port; prevents user "piggybacking" on another user's IEEE 802.1X authentication. Web-based authentication: authenticates from Web browser for clients that do not support IEEE 802.1X supplicant; customized 	



	<p>remediation can be processed on an external Web server</p> <ul style="list-style-type: none">• Virus throttling:<ul style="list-style-type: none">○ Detects traffic patterns typical of WORM-type viruses and either throttles or entirely prevents the virus from spreading across the routed VLANs or bridged interfaces, without requiring external appliances• DHCP protection:<ul style="list-style-type: none">○ Blocks DHCP packets from unauthorized DHCP servers, preventing denial-of-service attacks.• Secure management access:<ul style="list-style-type: none">○ Securely encrypts all access methods (CLI, GUI, or MIB) through SSHv2, SSL 3.0, and/or SNMPv3.	
Example	Switch such as HP Procurve 5400 Switch Series, HP 3810 Switch Series or equivalent can be used.	



14. UPS Specifications

14.1. Standard UPS for Workstations

Reference: UPS-T:WST1.5		Reference (document name, page, and paragraph number)
Grade	The Uninterruptible Power Supply (UPS) must be considered 'Server Grade'.	
Form Factor	Tower format standard	
Topology	The UPS must be "Double Conversion Online" Topology type, converting the power from AC to DC then back to AC.	
Output Power Capacity	<p>The uninterruptible power supply (UPS) must meet the following criteria:</p> <ul style="list-style-type: none">• The UPS must be able to provide backup power to all servers, POE network switches and all CCTV equipment hosted in the rack.• To allow for safety margin and future expansion, the total load of the proposed equipment attached to the UPS must not exceed 80% of the UPS's maximum load capacity.• The UPS output power capacity must be greater than 1.5kVA.	
Power runtime	The uninterruptible power supply (UPS) must be able to supply a minimum of 10 minutes of power at full power capacity of the supported equipment during a power outage.	
Output Waveform	<ul style="list-style-type: none">• True sine wave output• Output voltage distortion with less than or equal to 5% distortion at full load.	
Soft Shutdown	In the event of a power outage, the UPS system must be configurable to initiate a safe shutdown of the servers based on battery capacity and/or time delay.	
Connectivity	<ul style="list-style-type: none">• UPS system must be able to connect to each server through a network connection in order to initiate the shutdown in case of power outage.• The UPS System must NOT have built in wireless capabilities at all. Even if disabled, wireless capabilities will disqualify the UPS System.	



Audio noise at one metre	Audio noise generated by the UPS must be less than 50db	
Example	UPS such as Eaton PW9130G1500T Tower UPS series or equivalent can be used.	



14.2. Very Large Modular Redundant UPS

Reference: UPS-RM:H16		Reference (document name, page, and paragraph number)
Grade	The Uninterruptible Power Supply (UPS) must be considered 'Server Grade'.	
Form Factor	<ul style="list-style-type: none">« Rackmount » standardThe UPS must be composed by a main frame and modules able to provide power scalability and also redundancy.	
Topology	The UPS must be "Double Conversion Online" Topology type, converting the power from AC to DC then back to AC.	
Output Power Capacity	<p>The uninterruptible power supply (UPS) must meet all three following criteria:</p> <ul style="list-style-type: none">The UPS must be able to provide backup power to all servers, POE network switches and all CCTV equipment hosted in the rack.To allow for safety margin and future expansion, the total load of the proposed equipment attached to the UPS must not exceed 50% of the UPS's maximum load capacity.The UPS output power capacity must be greater than 16kVA.	
Power runtime	The uninterruptible power supply (UPS) must be able to supply a minimum of 20 minutes of power at full power capacity of the supported equipment during a power outage.	
Redundancy	<ul style="list-style-type: none">The UPS must comprise at least one back up module so that when a module fails, the backup module compensates continuously at run time the lost output power.	
Output Waveform	<ul style="list-style-type: none">True sine wave outputOutput voltage distortion with less than or equal to 5% distortion at full load.	
Soft Shutdown	In the event of a power outage, the UPS system must be configurable to initiate a safe shutdown of the servers based on battery capacity and/or time delay.	
Connectivity	UPS system must be able to connect to each server through a network connection in order to initiate the shutdown in case of power outage. The UPS System must NOT have built in wireless capabilities at all. Even if disabled, wireless capabilities will disqualify the UPS System.	
Audio noise at one metre	Audio noise generated by the UPS must be less than 65db	
Example	UPS such as APC Symmetra LX 12kVA Scalable to 16kVA N+1 Rack-mount or equivalent can be used.	



15. Viewing Station Specifications

15.1. General Specifications

		Reference (document name, page, and paragraph number)
Wireless capability	The computer must NOT have built in wireless capabilities. Even if disabled, wireless capabilities will disqualify the computer.	

15.2. 16 images - Desktop Client Viewing Station

Reference: VST-D-G2:CV/16H		Reference (document name, page, and paragraph number)
Function	The product is a client system that must allow the user to interact remotely with the CCTV System and to manage the video data.	
Form Factor	The computer is a Desktop type computer	
Video Stream Processing Capacity	<ul style="list-style-type: none">The computer must be sized in terms of CPU, RAM and/or GPU type accelerated hardware such that it is able to decompress and simultaneously display 16 video streams H.264, at 30 frames per second and VGA resolution.For the scenario specified above, this viewing function must take less than 50% of CPU resources.	
Hard Drive Storage Capacity	1 TB hard drive partitioned as follow: <ul style="list-style-type: none">Partition OS of 250 GB for the Operating SystemPartition 750GB for Storage	
Graphic Card	<ul style="list-style-type: none">The graphic card must have at least two (2) independent video outputs to be able to manage simultaneously two (2) monitors at full resolution.The graphic card video output interface must be compatible with the video input interface of the monitor assigned to it.The graphic card must be able to display a resolution of 1920 X 1080 for each video output at the same time.	
Video Extender	If the distance between the monitor and the computer or server exceeds the recommended limit according to the recommendations of this type of connection, a video extender system with very low latency must be installed to maintain the	



	quality of the video signal between the computer or server and the monitor.	
Exporting	Must allow exporting and saving the data, images and video directly onto a DVD support and also a USB memory device.	
Operating System	The computer must have a certified Windows 10 Pro version compatible with the installed VMS.	
Application Software	The client computer must have a VMS client software installed on the OS partition, able to manage remotely the VMS server through a LAN.	
NTP software	Must have NTP client software installed on the OS partition, able to communicate and synchronize the Device time with the NTP server installed on the CCTV network.	



15.3. 32 images - Desktop Client Viewing Station

Reference: VST-D-G4:CV/32H		Reference (document name, page, and paragraph number)
Function	The product is a client system that must allow the user to interact remotely with the CCTV System and to manage the video data.	
Form Factor	The computer is a Desktop type computer	
Video Stream Processing Capacity	<ul style="list-style-type: none">The computer must be sized in terms of CPU, RAM and/or GPU type accelerated hardware such that it is able to decompress and simultaneously display 32 video streams H.264, at 30 frames per second and VGA resolution.For the scenario specified above, this viewing function must take less than 50% of CPU resources.	
Hard Drive Storage Capacity	1 TB hard drive partitioned as follow: <ul style="list-style-type: none">Partition OS of 250 GB for the Operating SystemPartition 750GB for Storage	
Graphic Card	<ul style="list-style-type: none">The graphic card must have at least four (4) independent video outputs to be able to manage simultaneously four (4) monitors at full resolution.The graphic card video output interface must be compatible with the video input interface of the monitor assigned to it.The graphic card must be able to display a resolution of 1920 X 1080.	
Video Extender	If the distance between the monitor and the computer or server exceeds the recommended limit according to the recommendations of this type of connection, a video extender system with very low latency must be installed to maintain the quality of the video signal between the computer or server and the monitor.	
Exporting	Must allow exporting and saving the data, images and video directly onto a DVD support and also a USB memory device.	
Operating System	The computer must have a certified Windows 10 Pro version compatible with the installed VMS.	
Application Software	The client computer must have a VMS client software installed on the OS partition, able to manage remotely the VMS server through a LAN.	



NTP software	Must have NTP client software installed on the OS partition, able to communicate and synchronize the Device time with the NTP server installed on the CCTV network.	
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15.4. 32 images – Desktop Client Viewing Station - 4 x 4K Video Outputs

Reference: VST-D-G24K:CV/32H		Reference (document name, page, and paragraph number)
Function	The product is a client system that must allow the user to interact remotely with the CCTV System and to manage the video data.	
Form Factor	The computer is a Desktop type computer	
Video Stream Processing Capacity	<p>The computer must be sized in terms of CPU, RAM and/or GPU type accelerated hardware such that it is able to decompress and simultaneously display 32 video streams H.264, at 30 frames per second and VGA resolution.</p> <p>For the scenario specified above, this viewing function must take less than 50% of CPU resources.</p>	
Hard Drive Storage Capacity	<p>1 TB hard drive partitioned as follow:</p> <ul style="list-style-type: none">• Partition OS of 250 GB for the Operating System• Partition 750GB for Storage	
Graphic Card	<ul style="list-style-type: none">• The graphic card must have at least two (2) independent video outputs to be able to manage simultaneously two (2) monitors at full resolution.• The graphic card video output interface must be compatible with the video input interface of the monitor assigned to it.• The graphic card must be able to display a 4K resolution for each video output at the same time.	
Video Extender	If the distance between the monitor and the computer or server exceeds the recommended limit according to the recommendations of this type of connection, a video extender system with very low latency must be installed to maintain the quality of the video signal between the computer or server and the monitor.	
Exporting	Must allow exporting and saving the data, images and video directly onto a DVD support and also a USB memory device.	
Operating System	The computer must have a certified Windows 10 Pro version compatible with the installed VMS.	
Application Software	The client computer must have a VMS client software installed on the OS partition, able to manage remotely the VMS server through a LAN.	
NTP software	Must have NTP client software installed on the OS partition, able to communicate and synchronize the Device time with the NTP server installed on the CCTV network.	



15.5. 64 images – Desktop Client Viewing Station - 4 x 4K Video Outputs

Reference: VST-D-G44K:CV/64H		Reference (document name, page, and paragraph number)
Function	The product is a client system that must allow the user to interact remotely with the CCTV System and to manage the video data.	
Form Factor	The computer is a Desktop type computer	
Video Stream Processing Capacity	The computer must be sized in terms of CPU, RAM and/or GPU type accelerated hardware such that it is able to decompress and simultaneously display 64 video streams H.264, at 30 frames per second and VGA resolution. For the scenario specified above, this viewing function should take less than 50% of CPU resources.	
Hard Drive Storage Capacity	1 TB hard drive partitioned as follow: <ul style="list-style-type: none"> • Partition OS of 250 GB for the Operating System • Partition 750GB for Storage 	
Graphic Card	<ul style="list-style-type: none"> • The graphic card must have at least four (4) independent video outputs to be able to manage simultaneously four (4) monitors at full resolution. • The graphic card video output interface must be compatible with the video input interface of the monitor assigned to it. • The graphic card must be able to display a 4K resolution for each video output at the same time. 	
Video Extender	If the distance between the monitor and the computer or server exceeds the recommended limit according to the recommendations of this type of connection, a video extender system with very low latency must be installed to maintain the quality of the video signal between the computer or server and the monitor.	
Exporting	Must allow exporting and saving the data, images and video directly onto a DVD support and also a USB memory device.	
Operating System	The computer must have a certified Windows 10 Pro version compatible with the installed VMS.	
Application Software	The client computer must have a VMS client software installed on the OS partition, able to manage remotely the VMS server through a LAN.	
NTP software	Must have NTP client software installed on the OS partition, able to communicate and synchronize the Device time with the NTP server installed on the CCTV network.	

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ANNEX "B" - BASIS OF PAYMENT

CLOSED CIRCUIT TELEVISION (CCTV) SYSTEM AT THE JEAN LESAGE INTERNATIONAL AIRPORT

All prices must be firm in Canadian dollars, Delivered Duty Paid to the Jean Lesage International Airport at 500 Principale Street, Quebec (Quebec) G2G 2T9, Goods and Services Tax or the Harmonized Sales Tax extra, transportation costs to destination and all applicable Custom Duties and Excise Taxes included.

PART 1 – CONTRACTOR PROPOSED SOLUTION

1. DESIGN OF THE SYSTEM

Firm Lot Price for the design

DESIGN	FIRM LOT PRICE: \$ _____
---------------	---------------------------------

2. DELIVERY OF EQUIPMENT

Firm Lot Price for all related equipment, excluding spare parts.

EQUIPMENT	FIRM LOT PRICE: \$ _____
------------------	---------------------------------

2.1 ADDITIONAL CONDUIT WORK

Bidders are requested to provide a cost per foot basis for additional conduit (*cost of material only*).

COST PER FOOT	FIRM LOT PRICE: \$ _____
----------------------	---------------------------------

Note: Cost of labour to be calculated separately as per the firm hourly rate in part 3.2 below.

3. INSTALLATION AND ASSOCIATED TRAVEL

3.1 The price must include all costs including travel and living expenses, related to the installation

INSTALLATION	FIRM LOT PRICE: \$ _____
---------------------	---------------------------------

TRAVEL COST	FIRM LOT PRICE: \$ _____
--------------------	---------------------------------

Breakdown of Travel costs are as follows:

Site	FIRM LOT PRICE BREAKDOWN FOR TRAVEL COST	
JEAN LESAGE INTERNATIONAL AIRPORT QUEBEC (QUEBEC) Estimated Number of Individuals _____ Estimated Number of Days _____	Accommodation	\$ _____
	Air Fare	\$ _____
	Car Rental & Fuel	\$ _____
	Other costs (meals and incidentals):	\$ _____
	(identify what they are)	

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3.2 INSTALLATION (FIRM HOURLY RATES)

The following outlined installation related labour rates will apply for emergency repairs, Task Authorizations.

The bidder must submit a firm hourly rate for installation during and outside normal working hours for each labour category required.

Labour Categories	Hourly Rate During Regular Hours	Hourly Rate Outside Regular Hours
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$

4. SOFTWARE INTEGRATION AND TESTING INCLUDING TRAVEL

4.1 The price must include all software integration costs including travel and living expenses, related to the software integration and testing of the equipment.

Firm Lot Price the software/integration as indicated in the SOW.

SOFTWARE INTEGRATION	FIRM LOT PRICE: \$ _____
TESTING COST	FIRM LOT PRICE: \$ _____
TRAVEL COST	FIRM LOT PRICE: \$ _____

Breakdown of Travel costs are as follows:

Site	FIRM LOT PRICE BREAKDOWN FOR TRAVEL COST
JEAN LESAGE INTERNATIONAL AIRPORT QUEBEC (QUEBEC)	Accommodation \$ _____
	Air Fare \$ _____
	Car Rental & Fuel \$ _____
Estimated Number of Individuals _____	Other costs (meals and incidentals): \$ _____
Estimated Number of Days _____	(identify what they are)

4.1.1 SOFTWARE INTEGRATION (FIRM HOURLY RATES)

The following outlined software integration related labour rates will apply for emergency repairs, delays and Task Authorizations.

The bidder must submit a firm hourly rate for software integration during and outside normal working hours for each labour category required.

Labour Categories	Hourly Rate During Regular Hours	Hourly Rate Outside Regular Hours
	\$	\$
	\$	\$
	\$	\$

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	\$	\$
	\$	\$
	\$	\$

4.1.2 TESTING OF EQUIPMENT (FIRM HOURLY RATES)

The following outlined testing related labour rates will apply for emergency repairs, delays and Task Authorizations.

The bidder must submit a firm hourly rate for testing of equipment during and outside normal working hours for each labour category required.

Labour Categories	Hourly Rate During Regular Hours	Hourly Rate Outside Regular Hours
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$

5. ON-SITE TRAINING AND DOCUMENTATION

The price must include all costs including travel and living expenses, related to Training.

On-site Training Firm Lot Price including all costs related to travel and living expenses associated with on-site training as per SOW.

As-built Drawings Firm Lot Price as per SOW.

Operator and Maintenance Manuals Firm Lot Price as per SOW.

ON-SITE TRAINING COST	FIRM LOT PRICE: \$ _____
------------------------------	---------------------------------

TRAVEL COST	FIRM LOT PRICE: \$ _____
--------------------	---------------------------------

Breakdown of Travel costs are as follows:

Site	FIRM LOT PRICE BREAKDOWN FOR TRAVEL COST	
JEAN LESAGE INTERNATIONAL AIRPORT QUEBEC (QUEBEC)	Accommodation	\$ _____
	Air Fare	\$ _____
	Car Rental & Fuel	\$ _____
Estimated Number of Individuals _____	Other costs (meals and incidentals):	\$ _____
Estimated Number of Days _____	(identify what they are)	

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5.1 AS-BUILT DRAWINGS**FIRM LOT PRICE: \$** _____**5.2 OPERATOR AND
MAINTENANCE MANUALS****FIRM LOT PRICE: \$** _____**PART 1-
CONTRACTOR PROPOSED SOLUTION****TOTAL BID PRICE: \$** _____**PART 2 – OPTION # 1 - SPARE PARTS AND/OR EQUIPMENT RECOMMENDED BY THE CONTRACTOR****6. SPARE PARTS AND/OR TEST EQUIPMENT**

The bidder must submit a spare parts and/or test equipment list identifying each recommended spare parts and/or test equipment required. The bidder must also submit a firm unit price for each recommended spare parts required.

Description	Qty.	Firm Unit Price	Extended Price
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

**PART 2 -
SPARE PARTS AND/OR TEST EQUIPMENT****FIRM LOT PRICE: \$** _____

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ANNEX "C" - TASK AUTHORIZATION FORM PWGSC-TPSGC 572

Please see: <http://publiservice-app.pwgsc.gc.ca/forms/pdf/572.pdf>

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ANNEX "D" – SECURITY REQUIREMENTS CHECK LIST (SRCL)

(SEE ATTACHED SRCL)



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DEC 04 2017

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Security Classification / Classification de sécurité

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 CBSA		2. Branch or Directorate / Direction générale ou Direction Comptrollership
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant TBD	
4. Brief Description of Work - Brève description du travail CCTV - Jean Lesage		
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 type="checkbox"/> No Non <input checked="" 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 checked="" type="checkbox"/> No Non <input 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 commerciales sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	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 checked="" 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 checked="" 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"/>

Security Classification / Classification de sécurité



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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
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

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

Document Number / Numéro du document :

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

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

- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT
TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |

Special comments: Escorted if required.
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

If Yes, will unscreened personnel be escorted:
Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No ☐ Yes

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

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

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

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

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

Security Classification / Classification de sécurité



PART C (continued) / PARTIE C (suite)

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	Confidential Confidentiel	Secret	Top Secret Très Secret	NATO Restricted NATO Diffusion Restreinte	NATO Confidential	NATO Secret	COSMIC Top Secret COSMIC Très Secret	Protected Protégé			Confidential Confidentiel	Secret	Top Secret Très Secret
											A	B	C			
Information / Assets Renseignements / Biens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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 PROTÉGÉ 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.

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

☒ No
Non ☐ Yes
Oui

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

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ANNEX "E" - NON-DISCLOSURE AGREEMENT

I, _____ (*Bidder to insert name of the employee*) _____, recognize that in the course of my work as an employee or subcontractor of _____ (*Bidder to insert name of the company*) _____, I may be given access to information by or on behalf of Canada in connection with the Work, pursuant to Solicitation and Contract No. 47419-189043/B between Her Majesty the Queen in right of Canada, represented by the Minister of Public Works and Government Services and the Canada Border Services Agency (CBSA), including any information that is confidential or proprietary to third parties, and information conceived, developed or produced by the Contractor as part of the Work. For the purposes of this agreement, information includes but not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the performance of the Contract. I agree that I will not reproduce, copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any person other than a person employed by Canada on a need to know basis. I undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Contractor by or on behalf of Canada must be used solely for the purpose of the Contract and must remain the property of Canada or a third party, as the case may be.

I agree that the obligation of this agreement will survive the completion of the Contract Serial No.: 47419-189043/001/HN

Name (print)

Signature

Title

Date