



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Réception des soumissions - TPSGC / Bid Receiving
- PWGSC

Voir dans le document/
See herein

NA

Québec

NA

**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

Title - Sujet Chain Hoists + Overhead Cranes Maintaining Chain Hoists and Overhead Cranes	
Solicitation No. - N° de l'invitation W6856-20V304/C	Date 2020-12-23
Client Reference No. - N° de référence du client W6856-20V304	
GETS Reference No. - N° de référence de SEAG PW-\$QCN-036-18072	
File No. - N° de dossier QCN-0-43038 (036)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2021-01-21 Heure Normale du l'Est HNE	
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Carbonneau, Julie	Buyer Id - Id de l'acheteur qcn036
Telephone No. - N° de téléphone (418) 929-6780 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: MINISTERE DE LA DEFENSE NATIONALE UNITÉ IMMOBILIÈRE DES OPÉRATIONS QUÉBEC (DÉT. VALCARTIER) SECTION DES CONTRATS, ÉDIFICE 72 CP 1000 SUCCURSALES FORCES COURCELETTE Québec G0A4Z0 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

TPSGC/PWGSC
601-1550, Avenue d'Estimauville
Québec
Québec
G1J 0C7

Delivery Required - Livraison exigée Voir doc.	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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QCN-0-43038

Buyer ID - Id de l'acheteur
QCN036
CCC No./N° CCC - FMS No./N° VME

This bid solicitation cancels and supersedes previous bid solicitation number W6856-20V304/B dated November 30, 2020 with a closing of December 15, 2020 at 14:00 EST. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

TITLE: Maintaining Chain Hoists and Overhead Cranes
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PART 1 - GENERAL INFORMATION

1.1 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 6 - 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 6 - 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;

1.2 Statement of Work

The Work to be performed is detailed under Article 6.2 of the resulting contract clauses.

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.

1.4 epost Connect service

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

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](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/1/2003/25), are incorporated by reference into and form part of the bid solicitation.
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/1/2003/25>

2.2 Submission of Bids

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

PWGSC Québec Region Bid Receiving Unit

Only bids submitted using epost Connect service will be accepted. The Bidder must send an email requesting to open an epost Connect conversation to the following address:

TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.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](https://buyandsell.gc.ca/standard-instructions), or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.
<https://buyandsell.gc.ca/standard-instructions>

It is the Bidder's responsibility to ensure the request for opening an epost Connect conversation is sent to the email address above at least six (6) days before the solicitation closing date.

Bids transmitted by facsimile or hardcopy to PWGSC will not be accepted.

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the offer non-responsive.

Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the [Financial Administration Act](#) R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension?

YES () NO () (to be completed by the bidder)

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

YES () NO () (to be completed by the bidder)

If so, the Offeror must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) 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.

2.5 Applicable Laws

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

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

2.6 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/bid-follow-up/bid-challenge-and-recourse-mechanisms) website, under the heading "[Bid Challenge and Recourse Mechanisms](https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/bid-follow-up/bid-challenge-and-recourse-mechanisms)" contains information on potential complaint bodies such as:

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- Office of the Procurement Ombudsman (OPO)
- Canadian International Trade Tribunal (CITT)

(c) Suppliers should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

2.7 SACC Manual Clauses

SACC Manual Clauses [A9033T](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A9033T/8) (2012-07-16), Financial Capability
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A9033T/8>

SACC Manual Clauses [A7035T](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A7035T/3) (2007-05-25), List of Proposed Subcontractors
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A7035T/3>

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

The Bidder must submit its bid electronically in accordance with section 08 of the 2003 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

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

Section I: Technical Bid
Section II: Financial Bid
Section III: Certifications

Bids transmitted by facsimile or hardcopy will not be accepted.

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

Section I: Technical Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex G Electronic Payment Instruments, to identify which ones are accepted.

If Annex G Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

[C3011T \(2013-11-06\)](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/C/C3011T/5), Exchange Rate Fluctuation
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/C/C3011T/5>

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory technical Criteria

The technical evaluation will be based on the mandatory technical criteria detailed below.

Bidders must demonstrate that the goods and/or services offered are compliant with each of these mandatory technical criteria with documents and/or technical drawings, which must be submitted with their proposal.

Bidders should complete the grid below in order to indicate where the technical criteria are demonstrated within their submitted documents and/or technical drawings and include it with their proposal.

Suggested grid technician and company experience : (Mandatory technical criteria must be demonstrate by the bidder)

Item No	Mandatory technical Criteria	Indicate the page number where the information appears in the proposal.	
1	<p>The Bidder must have a minimum of one technician that must be licensed in the province of Quebec. The proposed technician must have the necessary qualifications as mentioned in CSA Standard B167-16 point 6.2.1.</p> <p>To prove compliance with this requirement, <u>a copy of the current and recognized license</u> of competency from the Province of Quebec (for the trades of electrician or maintenance mechanic) must be provided with the bid.</p>		
2	<p>The bidder must have a minimum of five (5) years experience in the maintenance, inspection and repair of chain hoists and overhead cranes.</p> <p>In order to demonstrate this experience, the bidder must provide details of its business history and indicate in its bid the number of years of experience in the maintenance, inspection and repair of chain hoists and overhead cranes.</p>		
3	<p>The bidder must provide details of two (2) contracts of similar scope* within the last three (3) years.</p> <p>*Similar scope means a contract for maintenance, inspection and repair of chain hoists and overhead cranes with a minimum value of \$2,000.00.</p>		

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	<p>The bidder <u>must</u> include the following information in its bid;</p> <ul style="list-style-type: none">(i) The date of the Contract(ii) The value of the Contract(iii) A brief description of the Contract carried out <p>The information provided may be subject to verification with users to attest to the accuracy of the information.</p>	Contrat 1	Contrat 2
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4.1.2 Financial Evaluation

Bidders must submit firm prices, customs duties and excise taxes included, and Applicable Taxes excluded.

Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.

Bidders must provide prices Delivered Duty Paid, Department of National Defence Canada (DND), Real Property Operations, Detachment Valcartier, Courcelette, Quebec, G0A 4Z0 Incoterms 2010 for shipments from a commercial contractor. Bids will be assessed on a DDP basis.

Here is the evaluation grid that will be used for financial evaluation. Do not complete the following grid.

****It is for information purposes only. (The quantities listed below are estimated quantities for evaluation purposes only)****

	Bidder A		Unit Price or % submitted by the bidder	Multiplied	Annual estimate	Extended Price (AXB)
			A		B	C
Firm Portion	Periodic Inspection	Lumb price <u>for lot</u>	_____/Lot Annual	X	1 Inspection (34 Devices)	_____\$
	Frequent Inspection	Lumb price <u>for lot</u>	_____/Lot Mensual	X	11 Inspections (6 Devices)	_____\$
Portion with TA	Labor (hourly rate)	Regular Hours	_____/HR	X	100 Hours	_____\$
		Outside Regular Hours	_____/HR	X	25 Hours	_____\$
	Round Trip	Firm Price <u>for a round trip for the technican</u>	_____/Round Trip	X	10 Round-trip	_____\$
	Boom	Daily Rate	_____/Daily	X	8 Days	_____\$
		Firm Price for Round Trip	_____/Round Trip		5 Round trip	_____\$
	Mark-up rate	Percentage	_____%	X	\$2,000 replacement parts	I.e. (\$2,000 x 5%) + \$2,000 _____\$
Total Evaluation Price for one (1) year						_____\$

Inspection (periodic and frequent); Extended Price for evaluation only: Lumb Price submitted by the bidder for lot (Annex C) multiplied by the estimated number of inspections annually; C= AXB

Hourly Labor Rate; Extended Price for evaluation only: Hourly Labor Rate submitted by the bidder multiplied by the estimated number of hours worked annually; C=AXB

Round Trip for technician; Extended Price for evaluation only: Unit Price per round trip submitted by the bidder multiplied by the estimated number of round trip annually; C=AXB

Daily rate for articulated boom; Extended Price for evaluation only: Daily price for the use of an articulated boom submitted by the bidder multiplied by the number of days estimated annually; C=AXB

Transport (round-trip) for articulated boom; Extended Price for evaluation only: Unit Price for round trip submitted by the bidder multiplied by the estimated number of round trip annually; C=AXB

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Mark-up rate; Extended Price for evaluation only: mark-up percentage submitted by the bidder multiplied by the estimated annual amount for replacement parts. *The extended price for evaluation only is obtained by adding the estimate annual amount for replacement parts to this amount, $C = (AXB) + B$*

All extended prices in column C will be added together to give a total Evaluation Price for one (1) year. The total evaluation price will be the sum of the 5 years of the contract (3 firm years + 2 optional periods).

4.2 Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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.

PART 6 - RESULTING CONTRACT CLAUSES

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

Note: Notice: Numbering will be revised at the contract award.

6.1 Security Requirements

6.1.1 The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract.

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by the CSP, PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), attached at Annex F;
 - b) Industrial Security Manual (Latest Edition);
 - c) As soon as the contract is awarded, the supplier will be required to obtain, without delay, visit clearance from ISS for each of its employees assigned to the contract. A minimum lead time of 25 working days is required to obtain a visit clearance from ISS. Without visit clearance, the supplier's employees will not have access to DND-Valcartier facilities, leaving the supplier liable for delays in delivery. Suppliers can consult the ISS Web site on visit clearances at: <https://www.tpsgc-pwgsc.gc.ca/esc-src/msi-ism/chap6-eng.html> , chapter 6.

6.2 Statement of Work

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

6.2.1 Task Authorization

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.

6.2.1.1 Task Authorization Process

1. The Project Authority will provide the Contractor with a description of the task using the DND 626, Task Authorization Form as specified in Annex E.
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 bases and methods of payment as specified in the Contract.

3. The Contractor must provide the Project Authority, within 2 working days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Bases of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Project 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. Standard Clauses and Conditions

6.2.1.2 Task Authorization Limit

The Project Authority may authorize individual task authorizations up to a limit of \$10,000, Applicable Taxes included, inclusive of any revisions. Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

6.2.1.3 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

6.2.1.4 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by Project Authority. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions 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.

6.3.1 General Conditions

[2035](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/3/2035/18) (2020-05-28), General Conditions – Higher-Complexity Services, apply to and form part of the Contract.

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/3/2035/18>

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract to February 29, 2024 inclusive.

6.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period from March 1, 2024 to February 28, 2025 and from March 1, 2025 to February 28, 2026, under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

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Canada may exercise this option at any time by sending a written notice to the Contractor at least thirty (30) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Julie Carbonneau
Title: Supply Agent
Public Works and Government Services Canada Acquisitions Branch
Address: 601-1550 D'Estimauville
Québec, Québec, Canada
G1J 0C7
Telephone: 418-929-6780
E-mail address: julie.carbonneau@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.

6.5.2 Project Authority (will be added at Contract award)

The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

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

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

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6.5.3 Client Administrative Authority

The Client Administrative Authority for the contract is: [\(will be added at Contract award\)](#)

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

The Client Administrative Authority must receive the original Invoice. All inquiries for request for payment must be made to the Client Administrative Authority.

6.5.4 Contractor's Representative [\(to be completed by the bidder\)](#)

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

6.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2019-01](#) of the Treasury Board Secretariat of Canada.

6.7 Payment

6.7.1 Basis of Payment – Periodic and Frequent preventive Inspection, lot firm price

For the Work described in section 1.4.1 of the statement of work in Annex A:

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex B for a cost of \$ _____ [\(will be added at Contract award\)](#). Customs duties are included and Applicable Taxes are extra.

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

6.7.2 Basis of Payment – Task Authorizations (TA) - Hourly Rates, Mark-up percentage and Unit Firm Prices for round trip.

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid firm lot prices (hourly rate, Mark-up percentage and unit prices) in accordance with the basis of payment, in Annex B, as specified in the authorized TA. 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 authorized, in writing, by the Contracting Authority before their incorporation into the Work.

6.7.3 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 \$ _____ (PWGSC will insert the amount at Contract award). Customs duties are included, and Applicable Taxes are extra.
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.

6.7.4 Terms of payment

SACC Manual Clause [H1001C](#), (2008-05-12) Multiple Payments
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/H/H1001C/2>

6.7.5 SACC Manual Clauses

SACC Manual Clause [A9117C](#), (2007-11-30) T1204 – Direct Request by Customer Department
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A9117C/2>

SACC Manual Clause [C0711C](#), (2008-05-12) Time Verification
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/C/C0711C/2>

SACC Manual Clause [C2000C](#), (2007-11-30) Taxes – Foreign-based Contractor
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/C/C2000C/1>

6.7.6 Electronic Payment of Invoices – Contract

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);

6.8 Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a) a copy of time sheets to support the time claimed;
- b) a copy of invoices to support purchase of equipment and replacement parts;
- c) a copy of the inspection report if applicable;

Invoices must be distributed as follows:

The original must be forwarded to the following address: [\(will be added at Contract award\)](#)

6.9 Certifications and Additional Information

6.9.1 Compliance

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

6.10 Applicable Laws

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

6.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions [2035](#) (2020-05-28), General Conditions – Higher Complexity - Services;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of payment;
- (f) Annex C, Equipment inventory list;
- (g) Annex D, Insurance Requirement;
- (h) Annex E, Task Authorizations Form DND626;
- (i) Annex F, Security Requirements Check List;
- (j) the Contractor's bid dated _____ ([insert date of bid](#))

6.12 Insurance

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

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

6.13 SACC Manual Clauses

SACC Manual Clause [A9062C](#), (2011-05-16) Canadian Forces Site Regulations
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A9062C/4>

6.14 Dispute Resolution

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".

ANNEX A – STATEMENT OF WORK

1.1 Purpose

The Real Property Operations Unit, Detachment Valcartier (DOI Valcartier), Department of National Defence (DND), requires services and expertise for the purpose of maintaining chain hoists and overhead cranes. As the authority, DOI Valcartier must ensure that all of its equipment is operating safely and correctly to maintain optimal effectiveness and safety of all chain hoists and overhead cranes on its property.

1.2 Background

The contractor must carry out a firm portion of the contract (periodic inspections, frequent inspections), as well as a portion with task authorizations (TA). DND makes no guarantees as to the volume of work associated with this portion.

1.3 Scope

All work performed must be compliant with Canadian Standards Association (CSA) B-167-16 and all other applicable legislation.

All work must be carried out in accordance with the latest versions of the following references: Canadian Standards Association CSA-B167-16, Canada Labour Code, Part II, Canadian Electrical Code, Part I, National Building Code of Canada.

1.4 Tasks and technical specifications

The services required include, but are not limited to, materials, labour, supervision, equipment, tools, articulating boom (minimum 45 ft. including operator), transportation and all other resources required to carry out the work in a complete and compliant manner.

Persons assigned to inspection, maintenance and repair work must have the certifications, qualifications, training and other prerequisites set out in CSA-B167-16 and other legislation.

1.4.1 Firm portion

1.4.1.1 Periodic inspection

1.4.1.1.1 Annual

Periodic inspections will be carried out once (1) per year, in coordination with a DND representative, during regular hours, i.e. Monday to Friday (except statutory holidays) between 6:30am and 4:00pm.

1.4.1.1.2 Tasks

Periodic inspections cover thirty-four (34) devices listed in the inventory in Annex C. The work consists of, but is not limited to, inspecting and certifying the devices in Annex C, in accordance with section 6.5 of CSA B167-16.

1.4.1.2 Frequent inspection

1.4.1.2.1 Monthly

Frequent inspections will be carried out eleven (11) times per year, in coordination with a DND representative, during regular hours, i.e. Monday to Friday (except statutory holidays) between 6:30am and 4:00pm.

1.4.1.2.2 Tasks

Frequent inspections cover six (6) devices listed in the inventory in Annex C. The work consists of, but is not limited to, inspecting and testing the components listed, in accordance with section 6.4 of CSA B167-16.

1.4.1.3 Compliance report

1.4.1.3.1 Following each periodic inspection and frequent inspection, the contractor must submit to the DND representative, within 10 business days of the last day of work, a report including, at a minimum, the following points:

- a) Date of work;
- b) Building number ;
- c) Identification of each piece of equipment inspected;
- d) Name of the technician responsible for the work;
- e) Start and end time of work;
- f) Compliance status of all elements inspected;
- g) Confirmation of correct operation of the system;
- h) Description of adjustments made (as applicable);
- i) Description of repairs required, along with an estimate within 15% of the anticipated cost (parts and labour);
- j) Any comments or recommendations relevant to reaching or maintaining optimal system operation.

1.4.1.3.2 The contractor must attach a service tag to the hoist, overhead crane or crane attachment, indicating the date of the last inspection.

1.4.1.3.3 Reports must be submitted in PDF format.

1.4.2 Portion with task authorizations (TA)

1.4.2.1 The services described in this section will be carried out at the request of the DND representative, within the time frame indicated in 1.4.3.

1.4.2.2 The work consists of, but is not limited to, correcting deficiencies following inspections, performing repairs, modifications, inspections, or additional maintenance, making technical recommendations, etc.

1.4.2.3 Before beginning any work, the contractor must provide an estimate (written or verbal, depending on the urgency of the work) for the repair (parts and labour) and obtain written authorization (DND 626) from the DND representative before proceeding with the repair.

- 1.4.2.4 Upon request, defective parts will be submitted to the DND representative for verification. The contractor will then dispose of the parts outside DND property.
- 1.4.2.5 All work on request will be coordinated by the DND representative, who will act as the intermediary between the contractor and the users.
- 1.4.2.6 For all repairs, the contractor will provide a minimum 12-month warranty on parts and labour.
- 1.4.2.7 DND will not guarantee a minimum number of consecutive hours of work. Workers will be paid only for the hours worked in addition to any applicable transportation costs (reference Annex B, Table 2).
- 1.4.2.8 Round Trip costs must cover all costs incurred by technician's travel (including vehicles, gas, tools and all resources required for the work) to and from the work site. The contractor may not charge more than one round-trip transportation fee per day. (reference Annex B, Table 3).
- 1.4.2.9 The daily rate for an articulated boom must cover all daily costs for the use and Firm price for each round trip to and from the work site. (Reference Annex B, Table 4)
- 1.4.2.10 The mark-up rate must cover the mark-up percentage applicable to the price paid by the contractor, administration costs and profit. The contractor must take all necessary steps to purchase materials and products at the best possible price, while also complying with the specifications set out in Annex A (reference Annex B, Table 5).

1.4.3 Service standard and availability

1.4.3.1 Service standard

Regular service: 5 business days
Emergency service: 24 hours

Only the DND representative may determine the service standard for the work.

1.4.3.2 Availability

Regular service: regular service is Monday to Friday (except statutory holidays) between 6:30am and 4:00pm.

Emergency service: emergency service must be available at all times (regular hours and outside regular hours).

1.4.3.3 Time sheets

Unless otherwise indicated, when the contractor arrives at the DND site, they must contact the DND representative upon arrival.

At the end of each work day, the contractor must have the DND representative sign a time sheet. The time sheet will identify the company and will be clearly written (work order number, title of work, number of hours worked on site and other relevant details). Each party will retain a copy of the document for payment of services.

Time sheets duly signed by the DND representative must be attached to the contractor's invoices. Should the DND representative fail to receive these time sheets, he/she reserves the right not to proceed with the payment of the invoice concerned in part or in whole.

1.4.3.4 Materials/spare parts/products

All of the materials, spare parts and products used by the contractor will be new, of high quality and compliant with the manufacturer's recommendations for each device. The quality of replacement parts must be equal to or greater than that of the parts being replaced.

The contractor must define the time anticipated for obtaining the required parts in the estimated repair costs.

On request by the DND representative, the contractor will provide all the technical information on the materials, spare parts and products it intends to use, as well as the manufacturer's written recommendations for the equipment specified.

1.5 **Work location (see Annex C for further details)**

Site	Address
Valcartier Base	CFB Valcartier, Courcelette, Quebec
Ste-Foy Armoury	Hochelaga Blvd., Quebec City, Quebec

1.6 **Limitations and constraints**

- 1.6.1 The contractor's use of the premises is restricted to areas necessary for the performance of the work.
- 1.6.2 The contractor must be fully compliant with the latest applicable legislation on occupational health and safety.
- 1.6.3 The contractor must comply with DND fire safety directives.
- 1.6.4 When performing the work, the contractor will be responsible for providing ladders and mechanized lifting equipment (articulating boom, minimum 45 ft.). Furthermore, only electric or propane lifting equipment will be authorized on DND sites. The articulated boom is required to facilitate manoeuvring when there are vehicles parked, and cannot be moved, underneath the equipment to be inspected. No articulated booo can be left permanently on DND premises, except during inspections or repair periods.

1.7 **Work schedule**

A work schedule will be established by the contractor and the DND representative.

1.8 **Inventory**

- 1.8.1 Consult the inventory in Annex C.
- 1.8.2 If new devices are added to or removed from the inventory in the course of the work, the contractor and the contracting authority will negotiate to set a new lump sum price for the firm portion of the contract to account for the changes.

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1.9.1 **Kick-off meeting**

- 1.9.2 A kick-off meeting will be conducted for the contractor and the DND representative to discuss the conditions of the contract. The meeting will give both parties the opportunity to ask questions and request information. The meeting will be held before the work begins.
- 1.9.3 The DND representative will contact the contractor to plan the meeting as soon as possible after the contract is awarded.

ANNEX B – BASIS OF PAYMENT

B1. FIRM PORTION

Terms and Conditions

Submit Lump Prices as per the requirements of Annex A for periodic and frequent preventive inspections of the device listed in Annex C.

Applicable taxes excluded.

TABLE 1

Preventive Inspections					
	<u>Firm Year 1</u> from date of Contract to February 28, 2022	<u>Firm Year 2</u> From March 1, 2022 to February 28, 2023	<u>Firm Year 3</u> From March 1, 2023 to February 29, 2024	<u>Optional Year 1</u> From March 1, 2024 to February 28, 2025	<u>Optional Year 2</u> From March 1, 2025 to February 28, 2026
Lump Price Periodic Inspection (CAD) (including 34 devices)	_____ \$/LOT Annual	_____ \$/LOT Annual	_____ \$/LOT Annual	_____ \$/LOT Annual	_____ \$/LOT Annual
Lump Price Frequent Inspection (CAD) (including 6 devices)	_____ \$/LOT Mensual	_____ \$/LOT Mensual	_____ \$/LOT Mensual	_____ \$/LOT Mensual	_____ \$/LOT Mensual

B2. TASK AUTHORIZATIONS (TA) PORTION

Terms and Conditions

Submit hourly rates as per the requirements of Annex A for (TA) task authorizations Work on the devices listed in Annex C.

Applicable taxes excluded.

TABLE 2

Hourly rates for TA Work					
	<u>Firm Year 1</u> from date of Contract to February 28, 2022	<u>Firm Year 2</u> From March 1, 2022 to February 28, 2023	<u>Firm Year 3</u> From March 1, 2023 to February 29, 2024	<u>Optional Year 1</u> From March 1, 2024 to February 28, 2025	<u>Optional Year 2</u> From March 1, 2025 to February 28, 2026
Hourly Rates (Regular hours*) (CAD)	_____ \$/HR	_____ \$/HR	_____ \$/HR	_____ \$/HR	_____ \$/HR
Hourly Rates (outside Regular hours) (CAD)	_____ \$/HR	_____ \$/HR	_____ \$/HR	_____ \$/HR	_____ \$/HR

*Regular hours: from Monday to Friday, between 6:30am to 4:00pm.

Terms and Conditions

Submit unit firm prices for round-trip for technician as per the requirements of Annex A for (TA) task authorizations Work on the devices listed in Annex C.

*** Round trip charges apply only to TA Work and not to preventive inspections on the Firm Portion.

Applicable taxes excluded.

TABLE 3

Round-trip for one day for the technician to work site to Valcartier (VC) and Ste-Foy Armoury for TA work				
<u>Firm Year 1</u> from date of Contract to February 28, 2022	<u>Firm Year 2</u> From March 1, 2022 to February 28, 2023	<u>Firm Year 3</u> From March 1, 2023 to February 29, 2024	<u>Optional Year 1</u> From March 1, 2024 to February 28, 2025	<u>Optional Year 2</u> From March 1, 2025 to February 28, 2026
_____ \$/Round Trip	_____ \$/Round Trip	_____ \$/Round Trip	_____ \$/Round Trip	_____ \$/Round Trip

Terms and Conditions

Submit daily rates for an articulated boom and firm price for each round-trip as per the requirements of Annex A for (TA) task authorizations Work on the devices listed in Annex C.

*** Daily rates and firm price for round trip apply only to TA Work and not to preventive inspections on the Firm Portion.

Applicable taxes excluded.

Daily rates and firm price for round trip for an articulated boom for TA Work				
<u>Firm Year 1</u> from date of Contract to February 28, 2022	<u>Firm Year 2</u> From March 1, 2022 to February 28, 2023	<u>Firm Year 3</u> From March 1, 2023 to February 29, 2024	<u>Optional Year 1</u> From March 1, 2024 to February 28, 2025	<u>Optional Year 2</u> From March 1, 2025 to February 28, 2026
_____ \$/Daily	_____ \$/Daily	_____ \$/Daily	_____ \$/Daily	_____ \$/Daily
_____ \$/ Round trip for the boom	_____ \$/ Round trip for the boom	_____ \$/ Round trip for the boom	_____ \$/ Round trip for the boom	_____ \$/ Round trip for the boom

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Terms and Conditions

Submit an applicable percentage (%) mark-up on the purchase price paid by the Contractor to its supplier for the supply of materials and spare parts as per the requirements of Annex A for the devices listed in Annex C.

TABLE 4

Percentage mark-up on the materials and spare parts		
<u>Firm Years</u> from date of Contract to February 29, 2024	<u>Optional Year 1</u> From March 1, 2024 to February 28, 2025	<u>Optional Year 2</u> From March 1, 2025 to February 28, 2026
_____ %	_____ %	_____ %

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ANNEX C – EQUIPMENT INVENTORY LIST

INVENTORY OF LIFTING EQUIPMENT (OVERHEAD CRANE-HOIST-CRANE ATTACHMENT)									
28 WILL REQUIRE ANNUAL INSPECTION ONLY									
6 WILL REQUIRE ONE (1) ANNUAL INSPECTION AND 11 MONTHLY INSPECTIONS									
24 WILL REQUIRE A LADDER FOR INSPECTION									
10 WILL REQUIRE A 45' ARTICULATING BOOM FOR INSPECTION									
EQUIPMENT	CMMS	MAKE	MODEL	CAPACITY	LOCATION	ANNUAL INSP.	MONTHLY INSP.	BOOM	LADDER
VALCARTIER									
Manual hoist + crane attachment	VC-005-MEC-PO01	Quebec Fab	Valcomd	1-ton	VC-005/loc.113	1-X	0-X	NO	YES
Elect. hoist + crane attachment	VC-005-MEC-PO02	Quebec Fab	Valcomd	1-ton	VC-005/loc.206	1-X	0-X	NO	YES
Elect. hoist + crane attachment	VC-010-MEC-PO01	Treuil Capital	Valcomd	500-kg	VC-010/loc.127	1-X	0-X	NO	YES
Elect. hoist + crane attachment	VC-010-MEC-PO02	Treuil Capital	Valcomd	500-kg	VC-010/loc.127	1-X	0-X	NO	YES
Elect. hoist + crane attachment	VC-072-MEC-PM01	Levatech	PL06074	1/2-ton	VC-072/loc.179	1-X	0-X	NO	YES
Elect. hoist + crane attachment	VC-304-MEC-PO01	Treuil Capital	BLG250	250-kg	VC-304/loc.101	1-X	0-X	NO	YES
Elect. hoist + crane attachment	VC-304-MEC-PO02	Treuil Capital	BLG250	250-kg	VC-304/loc.101	1-X	0-X	NO	YES
Elect. hoist + crane attachment	VC-313-MEC-PR01	Motivation indus.	JPQ01121Q	1/2-ton	VC-313/loc.194	1-X	0-X	NO	YES
Elect. hoist + monorail	VC-313-MEC-PR02	P400	PR400B	880/400-lbs	VC-313/loc.192U	1-X	0-X	NO	YES
Elect. hoist + monorail	VC-313-MEC-PR03	Vulcan Hoist	L05A1522	1/4-ton	VC-313/loc.192V	1-X	0-X	NO	YES
Elect. hoist + monorail	VC-314-MEC-PR01	Street	Valcomd	500-kg	VC-314/loc.181B	1-X	0-X	NO	YES
Elect. hoist + crane attachment	VC-324-MEC-PR01	Motivation	MJP100216144M	1100-lbs	VC-324/loc.155A	1-X	0-X	NO	YES
Overhead crane	VC-362-MEC-PR01	Pro Action	L687036	16-ton.m	VC-362/loc.114	1-X	11-X	YES	NO
Overhead crane	VC-362-MEC-PR02	O'Brien	DGTR	16-ton.m	VC-362/loc.125	1-X	11-X	YES	NO
Overhead crane	VC-363-MEC-PR01	Pro Action	Valcomd	16.5-ton.m	VC-363/loc.119	1-X	11-X	YES	NO
Elect. hoist	VC-363-MEC-PM02	Budgit Electric	4280496A	1/2-ton	VC-363/loc.217	1-X	0-X	NO	YES
Overhead crane	VC-364-MEC-PR01	Kone Crane	XL400	16-ton	VC-364/loc.101	1-X	11-X	YES	NO
Overhead crane	VC-367-MEC-PR01	Manesmann Demag	100014105	2-ton	VC-367/loc.188	1-X	11-X	YES	NO
Elect. hoist	VC-367-MEC-PM01	Vulcan Hoist	L1A1422	1/2-ton	VC-367/loc.188	1-X	0-X	YES	NO
Elect. hoist	VC-367-MEC-PM02	Vulcan Hoist	L1A1422	1/2-ton	VC-367/loc.188	1-X	0-X	YES	NO
Elect. hoist + crane attachment	VC-505-MEC-PR01	Kleton	Valcomd	1/2-ton	VC-505/loc.202	1-X	0-X	NO	YES
Motor. hoist + monorail	VC-516-MEC-PR01	Stahl	ST32168221	3000-kg	VC-516/loc.125	1-X	0-X	NO	YES
Elect. hoist + monorail	VC-521-MEC-PR02	Stahl	ST20	1000-kg	VC-521/loc.2010	1-X	0-X	NO	YES
Manual hoist + monorail	VC-529-MEC-P001	Quebecfab	Valcomd	1-ton	VC-529/loc.101	1-X	0-X	NO	YES
Elect. hoist + monorail	VC-529-MEC-PR01	Kito	ED2B461	1-ton	VC-529/loc.103	1-X	0-X	NO	YES
Manual hoist + monorail	VC-601-MEC-PN01	Kleton	Valcomd	450-kg	VC-601/loc.101	1-X	0-X	NO	YES
Manual hoist + monorail	VC-605-MEC-PO01	Tractel	Trailift	1/2-ton	VC-605/loc.102	1-X	0-X	NO	YES
Manual hoist + monorail	VC-605-MEC-PO02	Tractel	Trailift	1/2-ton	VC-605/loc.2	1-X	0-X	NO	YES
Motor. hoist + monorail	VC-605-MEC-PR02	Kito	Valcomd	1-ton	VC-605/loc.101	1-X	0-X	NO	YES
Overhead crane	VC-620-MEC-PR01	Famac	Valcomd	3.5-ton.m	VC-620/loc.125	1-X	11-X	YES	NO
Elect. hoist + crane attachment	VC-CC122-MEC-PO01	Treuil Capital	BLGB50	250-kg	VCCC122/loc.01	1-X	0-X	NO	YES
Elect. hoist + crane attachment	VC-CC122-MEC-PO02	Treuil Capital	BLGB50	250-kg	VCCC122/loc.01	1-X	0-X	NO	YES
STE-FOY ARMOURY									
Motor. hoist + monorail	QC-SF-M001-MEC-PR01	RWM	WR2000T1V2F	2-ton	QCFSM1/loc.140	1-X	0-X	YES	NO
Motor. hoist + monorail	QC-SF-M001-MEC-PR02	RWM	WR2000T1V2F	2-ton	QCFSM1/loc.140	1-X	0-X	YES	NO

ANNEX D – COMMERCIAL GENERAL LIABILITY INSURANCE

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
 - m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
 - n. Advertising Injury: While not limited to, the endorsement must include coverage piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.
 - o. All Risks Tenants Legal Liability - to protect the Contractor for liabilities arising out of its occupancy of leased premises.
 - p. Amendment to the Watercraft Exclusion to extend to incidental repair operations on board watercraft.
 - q. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
 - r. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by

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QCN036
CCC No./N° CCC - FMS No./N° VME

registered mail or by courier, with an acknowledgement of receipt.
For the province of Quebec, send to:

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

For other provinces and territories, send to:

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

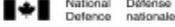
A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does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

Solicitation No. - N° de l'invitation
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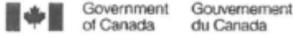
ANNEX E – TASK AUTHORIZATIONS FORM DND 626

		TASK AUTHORIZATION AUTORISATION DES TÂCHES	
All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.			Contract no. - N° du contrat
			Task no. - N° de la tâche
Amendment no. - N° de la modification	Increase/Decrease - Augmentation/Réduction	Previous value - Valeur précédente	
To - À	TO THE CONTRACTOR You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task. Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract.		
Delivery location - Expédié à	À L'ENTREPRENEUR Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande. Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.		
Delivery/Completion date - Date de livraison/d'achèvement	_____ Date for the Department of National Defence pour le ministère de la Défense nationale		
Contract item no. N° d'article du contrat	Services	Cost Prix	
		GST/HST TPS/TVH	
		Total	
<p>APPLICABLE ONLY TO PWGSC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract.</p> <p>NE S'APPLIQUE QU'AUX CONTRATS DE TP&GC : La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.</p>			

ANNEX F – SECURITY REQUIREMENTS CHECK LIST

 Government of Canada Gouvernement du Canada	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Contract Number / Numéro du contrat W6856-20V304</td> </tr> <tr> <td style="padding: 2px;">Security Classification / Classification de sécurité SANS CLASSIFICATION</td> </tr> </table>	Contract Number / Numéro du contrat W6856-20V304	Security Classification / Classification de sécurité SANS CLASSIFICATION	
Contract Number / Numéro du contrat W6856-20V304				
Security Classification / Classification de sécurité SANS CLASSIFICATION				
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 MDN BFC VALCARTIER	2. Branch or Directorate / Direction générale ou Direction Unité Opérations Immobilières BFC Valcartier			
3. a) Subcontract Number / Numéro du contrat de sous-traitance N/A	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant N/A			
4. Brief Description of Work / Brève description du travail CONTRAT DE (3) ANS AVEC (2) ANNÉES D'OPTION POUR LES INSPECTIONS ANNUELLES ET LES RÉPARATIONS DE NOS PALANS, POTENCES ET PONT-ROULANTS QUI SONT LOCALISÉ DANS PLUSIEURS DE NOS BATIMENTS SUR LA BASE DE VALCARTIER				
5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées? <div style="float: right;"> <input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui </div>				
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? <div style="float: right;"> <input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui </div>				
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.) <div style="float: right;"> <input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui </div>				
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. <div style="float: right;"> <input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui </div>				
6. c) Is this a commercial courier or delivery requirement with no overnight storage? / S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit? <div style="float: right;"> <input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui </div>				
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				
<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:33%; text-align: center;">Canada <input checked="" type="checkbox"/></td> <td style="width:33%; text-align: center;">NATO / OTAN <input type="checkbox"/></td> <td style="width:33%; text-align: center;">Foreign / Étranger <input type="checkbox"/></td> </tr> </table>		Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
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 type="checkbox"/> Not releasable / À ne pas diffuser <input type="checkbox"/> Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/> Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/> Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:		
7. c) Level of information / Niveau d'information				
PROTECTED A / PROTÉGÉ A <input type="checkbox"/> PROTECTED B / PROTÉGÉ B <input type="checkbox"/> PROTECTED C / PROTÉGÉ C <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 UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/> NATO RESTRICTED / NATO DIFFUSION RESTREINTE <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"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/> PROTECTED B / PROTÉGÉ B <input type="checkbox"/> PROTECTED C / PROTÉGÉ C <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"/>		
TBS/SCT 350-103(2004/12)				
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Security Classification / Classification de sécurité SANS CLASSIFICATION</td> </tr> </table>		Security Classification / Classification de sécurité SANS CLASSIFICATION		
Security Classification / Classification de sécurité SANS CLASSIFICATION				
				

Security Classification / Classification de sécurité SANS CLASSIFICATION	
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? If Yes, indicate the level of sensitivity: Dans l'affirmative, indiquer le niveau de sensibilité:	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
9. Will the supplier require access to extremely sensitive INFOSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
Short Title(s) of material / Titre(s) abrégé(s) du matériel: Document Number / Numéro du document:	
PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)	
10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis	
<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITE <input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT <input type="checkbox"/> SITE ACCESS ACCÈS AUX EMBLEMES	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/> SECRET SECRET <input type="checkbox"/> NATO SECRET NATO SECRET
	<input type="checkbox"/> TOP SECRET TRÈS SECRET <input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
Special comments: Commentaires spéciaux: _____	
NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided. REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.	
10. b) May unscreened personnel be used for portions of the work? Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? If Yes, will unscreened personnel be escorted? Dans l'affirmative, le personnel en question sera-t-il escorté?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui <input type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)	
INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS	
11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises? Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur son site des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
11. b) Will the supplier be required to safeguard COMSEC information or assets? Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
PRODUCTION	
11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises? Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)	
11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data? Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
TBS/SCT 350-103(2004/12)	Security Classification / Classification de sécurité SANS CLASSIFICATION
	



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

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

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

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

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

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ANNEX G - ELECTRONIC PAYMENT INSTRUMENTS

(to be completed by the bidder)

The Bidder accepts any of the following Electronic Payment Instrument(s):

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);