



RETURN BIDS TO :

Bid Receiving :

Correctional Service of Canada
Material Management Directory
 250, montée St-François
 Laval (Québec) H7C 1S5
 Telephone No.: 450-661-9550 ext. 3210-3223

E-MAIL :

GEN-QUE307Soumissions@CSC-SCC.GC.CA
 (10MB maximum per e-mail)

FACSIMILE :

(450) 664-6615 - Bid Office

REQUEST FOR PROPOSAL

Proposal to: Correctional Service Canada

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

Comments :

“THIS DOCUMENT DOES NOT CONTAIN A SECURITY REQUIREMENT”

Vendor/Firm Name and Address :

Telephone # : _____

Fax # : _____

Email : _____

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

Title : Television Services	
Solicitation No. 21301-22-3724279	Date: March 1 st , 2021
Client Reference No. 21301-22-3724279	
GETS Reference No. PW-21-00948158	
Solicitation Closes at : 2 p.m. EDT on : March 31 st , 2021	
F.O.B. Plant: Destination: X Other:	
Address Enquiries to Véronique Fortin Regional Procurement Officer veronique.fortin@csc-scc.gc.ca	
Telephone No.: 450-661-9550, ext. 3302	Fax No.: 450-664-6626
Destination of Goods, Services and Construction: Regional Reception Center 246, Gibson boulevard Sainte-Anne-des-Plaines (Quebec), J0N 1H0	
Instructions: See Herein	
Delivery Required : See herein	Delivery Offered : See herein
Name and title of person authorized to sign on behalf of Vendor/Firm	

Name	Title

Signature	Date
(Sign and return cover page with bid proposal)	



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PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions 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: sixty (60) days
Insert: ninety (90) days

1.1 SACC Manual Clauses

A9068 (2010-01-11) Government Site Regulations

2. Submission of Bids

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

3. Former Public Servants

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

Definitions

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

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

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



4.1 Mandatory Site Visit

It is mandatory that the bidder or his representative visit the premises where the work will be performed.

The mandatory visit of the premises will take place on **March 10th, 2021 at 1:30 p.m.** at the following address: 246, Gibson boulevard, Sainte-Anne-des-Plaines (Quebec), J0N 1H0.

All bidders who come to the visit must first be subject to a security investigation. The bidder must complete the form in Annex E, "*Request to access a Federal Institution*" and send it, **by email to the technical authority, Vicky Brassard, at Vicky.Brassard@csc-scc.gc.ca, at the latest on March 5th, 2019 at 2:00 p.m.** The bidder must make sure he has a proof of identity when presenting himself at the visit.

The bidders that do not confirm their participation at the visit and do not provide the name of their representatives who will be participating will be denied access to the site. Bidders will be required to sign a presence sheet. **No appointment will be granted to the bidders that will not participate to the visit or will not send any representative. The bidders who will not have participated to the mandatory visit will see their bids deemed non-responsive.**

5. Applicable Laws

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

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



PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I: Technical Bid: **one (1) hard copy**

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

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

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

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process, the [Policy on Green Procurement](#). To assist Canada in reaching its objectives, bidders should:

- i. use 8.5 x 11 inch (216 x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- ii. use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duo tangs or binders.

2. Section I: Technical Bid

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

3. Section II: Financial Bid

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

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

3.1 Exchange Rate Fluctuation

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

4. Section III: Certifications

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



PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

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

1.2 Financial Evaluation

SACC Manual Clause A0220T (2014-06-26), Evaluation of Price - Bid

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

2. Basis of Selection

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



PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

1. Certifications Precedent to Contract Award and Additional Information

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

1.1 Integrity Provisions – Declaration of Convicted Offenses

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



1.2 Integrity Provisions – Required documentation

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

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

List of Names:

Four horizontal lines for writing names, arranged in two columns of two lines each.

OR

[] The Bidder is a partnership

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

1.3 Certification:

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



PART 6 - RESULTING CONTRACT CLAUSES

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

1. Institutional Access Requirements

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

2. Statement of Work

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

3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](#) issued by Public Works and Government Services Canada.

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

3.1 General Conditions

2010C (2020-05-28), General Conditions - Services (Medium Complexity), apply to and form part of the Contract.

3.2 Supplemental General Conditions

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

4. Term of Contract

4.1 Period of the Contract

The Work is to be performed during the period of **April 16th, 2021 to May 15th, 2023**.

4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to **three (3) additional one (1) year periods** under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.



Canada may exercise this option at any time by sending a written notice to the Contractor **at least fifteen (15) calendar days** before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

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

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

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

The Project Authority for the Contract is:

Name: _____
 Title: _____
 Correctional Service Canada
 Branch/Directorate: _____
 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.

5.3 Contractor's Representative *(to complete)*

The Authorized Contractor's Representative is:

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



6. Payment

6.1 Basis of Payment

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

6.2 Limitation of Price

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

6.3 Advance Payment

Canada will pay the Contractor in advance for the Work if:

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

6.4 SACC Manual Clauses

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

6.5 Travel and Living Expenses

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

6.6 Electronic Payment of Invoices – Contract

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

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

Note to bidders: This clause will be deleted from the resulting contract clauses if the Contractor does not accept payment by MasterCard Acquisition Card.

6.7 Direct Deposit Request

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



7. Invoicing Instructions

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

Invoices must be distributed as follows:

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

8. Certifications and Additional Information

8.1 Compliance

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

9. Applicable Laws

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

10. Priority of Documents

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

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

11. Termination on Thirty Days Notice

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

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

12. Insurance – Specific Requirements

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



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

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

13. Ownership Control

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

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

14. Closure of Government Facilities

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

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

15. Tuberculosis Testing

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

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

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



16. Compliance with CSC Policies

- 16.1 The Contractor agrees that its officers, servants, agents and subcontractors will comply with all regulations and policies in force at the site where the work covered by this contract is to be performed.
- 16.2 Unless otherwise provided in the contract, the Contractor shall obtain all permits and hold all certificates and licenses required for the performance of the Work.
- 16.3 Details on existing CSC policies can be found on the [CSC website](#) or any other CSC web page designated for such purpose.

17. Health and Labour Conditions

- 17.1 In this section, "Public Entity" means the municipal, provincial or federal government body authorized to enforce any laws concerning health and labour applicable to the performance of the Work or any part thereof.
- 17.2 The Contractor shall comply with all laws concerning health and labour conditions applicable to the performance of the Work or part thereof and shall also require compliance of same by all its subcontractors when applicable.
- 17.3 The Contractor upon any request for information or inspection dealing with the Work by an authorized representative of a Public Entity shall forthwith notify the Project Authority or Her Majesty.
- 17.4 Evidence of compliance with laws applicable to the performance of the Work or part thereof by either the Contractor or its subcontractor shall be furnished by the Contractor to the Project Authority or Her Majesty at such time as the Project Authority or Her Majesty may reasonably request."

18. Identification Protocol Responsibilities

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

- 18.1 During the performance of any Work at a Government of Canada site, the Contractor and each Contractor Representative must be clearly identified as such at all times;
- 18.2 During attendance at any meeting, the Contractor or Contractor Representatives must identify themselves as such to all meeting participants;
- 18.3 If the Contractor or a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify himself as the Contractor or an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under the e-mail account Properties. This identification protocol must also be used in all other correspondence, communication, and documentation; and
- 18.4 If Canada determines that the Contractor is not complying with any of the obligations stated in this article, Canada will advise the Contractor and request that the Contractor implement, without delay, appropriate corrective measures to eliminate recurrence of the problem.



19. Dispute Resolution Services

The Parties agree to make every reasonable effort, in good faith, to settle amicably all disputes or claims relating to the Contract, through negotiations between the Parties' representatives authorized to settle. If the Parties do not reach a settlement within 25 working days after the dispute was initially raised to the other party in writing, either Party may contact the Office of the Procurement Ombudsman (OPO) to request dispute resolution/mediation services. OPO may be contacted by e-mail at [the Office of the Procurement Ombudsman email address](#), by telephone at 1-866-734-5169, or by web at [the Office of the Procurement Ombudsman website](#). For more information on OPO's services, please see the [Procurement Ombudsman Regulations](#) or visit [the Office of the Procurement Ombudsman website](#).

20. Contract Administration

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an impartial, independent venue for Canadian bidders to raise complaints regarding the administration of certain federal contracts, regardless of dollar value. If you have concerns regarding the administration of a federal contract, you may contact OPO by e-mail at [the Office of the Procurement Ombudsman email address](#), by telephone at 1-866-734-5169, or by web [the Office of the Procurement Ombudsman website](#). For more information on OPO's services, please see the [Procurement Ombudsman Regulations](#) or visit [the Office of the Procurement Ombudsman website](#).

21. Privacy

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

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

22. Proactive Disclosure of Contracts with Former Public Servants

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

23. Information Guide for Contractors

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

ANNEX A – Statement of Work

CSC would like to obtain a cable or satellite television network rental service for all the cells and common rooms in the Regional Reception Center (RRC), including the Special Handling Unit (SHU). The service includes equipment, installation, programming, and maintenance of the television system to allow access to the basic and specialty channels identified in this Annex, in section 1.4., “Deliverables”.

The inmates (Inmate Committee) pay for all costs associated with this market. This contract is at no cost to the Government.

1.1 Background

CSC needs to obtain the services of a cable or satellite television company for the RRC, including the SHU.

1.2 Objectives

To provide a cable or satellite television service to all cells and common rooms at the RRC, including the SHU.

1.3 Tasks

The Contractor must provide a cable or satellite television service to the entire RRC and SHU population by using the (coaxial) cabling system currently in place.

The Contractor must provide maintenance service in the event of breakdown and guarantee a high-quality signal across our network.

The service must be provided without individual terminals in the cells and common rooms due to CSC security constraints.

1.3.1 Installation

The Contractor must install the necessary equipment to the provision of the television services during the period from April 16th, 2021 to May 15th, 2021 in order that the television services be effective on May 16th, 2021.

The Contractor must install the equipment for the television system in the existing conduits inside the institution, cables, hardware, labour and any technological means at its disposal to allow for retransmission of the television channel signals. The Contractor must adapt its signal to the existing coaxial cabling infrastructure. No equipment can be installed over the Internet network.

The Contractor must install, at its own expense, in the required locations in the buildings, all the equipment necessary for the functioning of the television service, provided that it is secure and inaccessible to the inmates.

The Contractor must inform CSC of its electrical supply needs before installing any equipment necessary to the functioning of the television system. CSC will provide the required electricity to the Contractor for operating the equipment necessary to the functioning of the television service. The Contractor must protect its equipment from power failures and surges.

CSC must provide the necessary space for free to the Contractor for installing equipment inside and outside the buildings, if applicable. Given CSC's security constraints and obligations, these installations will be subject to the prior approval of CSC. If the contract is cancelled, CSC will return the Contractor's equipment to the Contractor's technician.

If the institution wants to undertake work on the buildings that could affect the equipment installed by the Contractor, the institution must inform the Contractor five working days before the start of the work. In the event of an emergency, the institution reserves the right to undertake the work immediately, without providing prior notice to the Contractor.

If work performed by CSC requires modifications to or movement of the Contractor's equipment, the modification or movement will be performed by the Contractor at CSC's expense. The Contractor must provide an estimate of the cost of the planned work in advance and obtain CSC's approval before proceeding. On receipt of an invoice for the work, CSC will pay the costs resulting from this work.

The Contractor must indemnify CSC for any damages caused to the buildings as a result of the fault or negligence of the Contractor, its employees, authorized representatives or agents acting in the course of their duties.

CSC must indemnify the Contractor for any damage caused to its equipment installed in the buildings and for any other loss attributable to the fault or negligence of the inmates. No terminal must be accessible to the inmates—**no terminals in the cells or common rooms.**

1.3.2 Repair and maintenance

The Contractor must, within 24 hours of an interruption of television reception, perform all necessary repairs at its own expense to re-establish reception. The Contractor must perform the maintenance up to the main line only.

CSC, through the internal company that performs communications maintenance, will be responsible for checking signal quality and the state of connectors, and as needed, maintaining the outlets in the cells.

In the event of a breakdown outside of working hours, the Contractor must travel and restore the signal at its own expense with 24 hours of the interruption of television reception, even on weekends and holidays.

1.3.3 Access to the institution

The institution will authorize and facilitate access to the premises by the Contractor or its representatives for the installation, maintenance, repair, verification, replacement, or removal of its equipment.

Access to the institution for any of the reasons listed earlier must occur following agreement with the authorities, and at all times under the supervision of employees of CSC or its agent, who will ensure the safety of the Contractor's authorized representatives.

Note that CSC must know the names of the Contractor's representatives 24 hours before a scheduled visit. The list of required tools must also be provided.

If the Contractor's representatives must enter the institution with a cellular or portable phone, CSC needs to be informed 24 hours in advance and requires the following information:

- Device make
- Device model
- Serial number

1.4 Deliverables

The television signals must be distributed as follows with stereo sound:

RECEPTION CELL BLOCKS AREA

BLOCK D: 60 outlets with regular basic bundle
60 outlets for TSN, RDS and TVA Sports 1 and 2
60 outlets for variable channels
3 outlets (3 common rooms) for regular basic and variable channel bundles

BLOCK E 52 outlets with regular basic bundle
52 outlets for TSN, RDS and TVA Sports 1 and 2
52 outlets for variable channels
3 outlets (3 common rooms) for regular basic and variable channel bundles

BLOCK F: 52 outlets with regular basic bundle
52 outlets for TSN, RDS and TVA Sports 1 and 2
52 outlets for variable channels
3 outlets (3 common rooms) for regular basic and variable channel bundles

PFV Unit: 1 outlet with regular basic bundle
1 outlet for TSN, RDS and TVA Sports 1 and 2
1 outlet for variable channels

ADMINISTRATIVE SEGREGATION AREA

SEGREG'N: 9 outlets with regular basic bundle
9 outlets for TSN, RDS and TVA Sports 1 and 2
9 outlets for variable channels

SPECIAL HANDLING UNIT (SHU) AREA

SHU: 95 outlets (including the 5 common rooms) with basic English bundle
95 outlets (including the 5 common rooms) for TSN, RDS and TVA Sports 1 and 2
95 outlets for variable channels

CELL BLOCK A AND CELL BLOCK G AREA

BLOCK A: 23 outlets (including one common room) with regular basic bundle
23 outlets for TSN, RDS and TVA Sports 1 and 2
23 outlets (including one common room) for variable channels

BLOCK G: 15 outlets (including one common room) with regular basic bundle
15 outlets for TSN, RDS and TVA Sports 1 and 2
15 outlets (including one common room) for variable channels

The bidder must list the channels included in the Francophone basic bundle in the Annex of its bid.

The bidder must list the channels included in the Anglophone basic bundle in the Annex of its bid.

1.5 Work site

a) The Contractor must perform the work at:

**Regional Reception Center
246 Gibson Blvd.
Sainte-Anne-des-Plaines, Quebec J0N 1H0**

ANNEX B – Proposed Basis of Payment

The monthly costs of active outlets will be paid by CSC via the FTC Inmate Committee.

In the event of a payment default by the FTC Inmate Committee, the Contractor must, within 30 days, submit written notice to the contracting authority.

The choice of variable channels can be revised annually on the anniversary date of the contract. Such an adjustment will be made following a written agreement between the FTC Inmate Committee and CSC.

The costs must be determined for **each outlet/month** based on their area, as defined in Section 1.4 “Deliverables” in Annex A.

1.0 Contract period

The Contractor will be paid based on the determination of the following costs for work performed as part of this contract. With respect to the delivery of the services described in Annex A – Statement of Work, the Contractor will be paid the **firm monthly price** as indicated below as part of this contract, plus HST or GST.

Table 1 – TWO (2) YEARS FIRM: May 16, 2021 to May 15, 2023

Description	Number of outlets	Distribution unit	Monthly rate (plus HST or GST)	Total (plus HST or GST)
<u>RECEPTION CELL BLOCKS (D, E and F) AREA and PFV Unit</u>				
Fixed channels				
Basic french service	174	Each	\$ _____	\$ _____
Specialty channel – TSN	10	Each	\$ _____	\$ _____
Specialty channel – RDS	10	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	10	Each	\$ _____	\$ _____
Variable channels				
Crave french	174	Each	\$ _____	\$ _____
NFL Network	174	Each	\$ _____	\$ _____
Fight Network	174	Each	\$ _____	\$ _____
CTV Scifi	174	Each	\$ _____	\$ _____
AddikTV	174	Each	\$ _____	\$ _____
Évasion	174	Each	\$ _____	\$ _____
Historia	174	Each	\$ _____	\$ _____
History	174	Each	\$ _____	\$ _____
Musimax	174	Each	\$ _____	\$ _____
Z Télé	174	Each	\$ _____	\$ _____
Spike TV	174	Each	\$ _____	\$ _____
Ciné Pop	174	Each	\$ _____	\$ _____
Frisson TV	174	Each	\$ _____	\$ _____
Wild TV	174	Each	\$ _____	\$ _____
Discovery Velocity	174	Each	\$ _____	\$ _____
American Heroes	174	Each	\$ _____	\$ _____
National Geographic	174	Each	\$ _____	\$ _____
Food TV	174	Each	\$ _____	\$ _____
Série Plus	174	Each	\$ _____	\$ _____
Canal D	174	Each	\$ _____	\$ _____
Stingray Music	174	Each	\$ _____	\$ _____
<u>ADMINISTRATIVE SEGREGATION AREA</u>				
Fixed channels				
Basic french service	9	Each	\$ _____	\$ _____
Specialty channel – TSN	9	Each	\$ _____	\$ _____
Specialty channel – RDS	9	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	9	Each	\$ _____	\$ _____

Variable channels				
Crave french	9	Each	\$ _____	\$ _____
NFL Network	9	Each	\$ _____	\$ _____
Fight Network	9	Each	\$ _____	\$ _____
CTV Scifi	9	Each	\$ _____	\$ _____
AddikTV	9	Each	\$ _____	\$ _____
Évasion	9	Each	\$ _____	\$ _____
Historia	9	Each	\$ _____	\$ _____
History	9	Each	\$ _____	\$ _____
Musimax	9	Each	\$ _____	\$ _____
Z Télé	9	Each	\$ _____	\$ _____
Spike TV	9	Each	\$ _____	\$ _____
Ciné Pop	9	Each	\$ _____	\$ _____
Frisson TV	9	Each	\$ _____	\$ _____
Wild TV	9	Each	\$ _____	\$ _____
Discovery Velocity	9	Each	\$ _____	\$ _____
American Heroes	9	Each	\$ _____	\$ _____
National Geographic	9	Each	\$ _____	\$ _____
Food TV	9	Each	\$ _____	\$ _____
Série Plus	9	Each	\$ _____	\$ _____
Canal D	9	Each	\$ _____	\$ _____
Stingray Music	9	Each	\$ _____	\$ _____
SPECIAL HANDLING UNIT (SHU) AREA				
Fixed channels				
Basic Anglophone service*	95	Each	\$ _____	\$ _____
Specialty channel – TSN	95	Each	\$ _____	\$ _____
Specialty channel – RDS	95	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	95	Each	\$ _____	\$ _____
Variable channels				
Crave English	95	Each	\$ _____	\$ _____
NFL Network	95	Each	\$ _____	\$ _____
Fight Network	95	Each	\$ _____	\$ _____
CTV Scifi	95	Each	\$ _____	\$ _____
AddikTV	95	Each	\$ _____	\$ _____
Évasion	95	Each	\$ _____	\$ _____
Historia	95	Each	\$ _____	\$ _____
History	95	Each	\$ _____	\$ _____
Musimax	95	Each	\$ _____	\$ _____
Z Télé	95	Each	\$ _____	\$ _____
Spike TV	95	Each	\$ _____	\$ _____
Ciné Pop	95	Each	\$ _____	\$ _____
Frisson TV	95	Each	\$ _____	\$ _____
Wild TV	95	Each	\$ _____	\$ _____
Discovery Velocity	95	Each	\$ _____	\$ _____
American Heroes	95	Each	\$ _____	\$ _____
National Geographic	95	Each	\$ _____	\$ _____
Food TV	95	Each	\$ _____	\$ _____
Série Plus	95	Each	\$ _____	\$ _____
Canal D	95	Each	\$ _____	\$ _____
Stingray Music	95	Each	\$ _____	\$ _____

CELL BLOCKS A and G AREA				
Fixed channels				
Basic french service	38	Each	\$ _____	\$ _____
Specialty channel – TSN	38	Each	\$ _____	\$ _____
Specialty channel – RDS	38	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	38	Each	\$ _____	\$ _____
Variable channels				
Crave french	38	Each	\$ _____	\$ _____
NFL Network	38	Each	\$ _____	\$ _____
Fight Network	38	Each	\$ _____	\$ _____
CTV Scifi	38	Each	\$ _____	\$ _____
AddikTV	38	Each	\$ _____	\$ _____
Évasion	38	Each	\$ _____	\$ _____
Historia	38	Each	\$ _____	\$ _____
History	38	Each	\$ _____	\$ _____
Musimax	38	Each	\$ _____	\$ _____
Z Télé	38	Each	\$ _____	\$ _____
Spike TV	38	Each	\$ _____	\$ _____
CinéPop	38	Each	\$ _____	\$ _____
Frisson TV	38	Each	\$ _____	\$ _____
Wild TV	38	Each	\$ _____	\$ _____
Discovery Velocity	38	Each	\$ _____	\$ _____
American Heroes	38	Each	\$ _____	\$ _____
National Geographic	38	Each	\$ _____	\$ _____
Food TV	38	Each	\$ _____	\$ _____
Série Plus	38	Each	\$ _____	\$ _____
Canal D	38	Each	\$ _____	\$ _____
Stingray Music	38	Each	\$ _____	\$ _____
Estimated total cost – Two (2) YEARS FIRM (only services rendered will be paid)				\$ _____

* The Contractor must list the channels included in the regular and Anglophone basic bundle in the Annex of its bid. The Contractor must provide a rate for each deliverable. If the Contractor does not intend to ask for payment for a particular deliverable, it must indicate that there is no cost for that task or deliverable.

2.0 Options for extending contract period

Subject to the exercise of the option to extend the contract period in accordance with section 4.2 of the initial contract, Options for extending the contract, the Contractor will be paid the firm rate in accordance with the following table, plus HST or GST, to carry out all the work and services required in relation to the contract extension.

Tableau 2 – OPTION 1: From May 16, 2023 to May 15, 2024

Description	Number of outlets	Distribution unit	Monthly rate (plus HST or GST)	Total (plus HST or GST)
RECEPTION CELL BLOCKS (D, E and F) AREA and PFV Unit				
Fixed channels				
Basic french service	174	Each	\$ _____	\$ _____
Specialty channel – TSN	10	Each	\$ _____	\$ _____
Specialty channel – RDS	10	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	10	Each	\$ _____	\$ _____
Variable channels				
Crave french	174	Each	\$ _____	\$ _____
NFL Network	174	Each	\$ _____	\$ _____
Fight Network	174	Each	\$ _____	\$ _____
CTV Scifi	174	Each	\$ _____	\$ _____

AddikTV	174	Each	\$ _____	\$ _____
Évasion	174	Each	\$ _____	\$ _____
Historia	174	Each	\$ _____	\$ _____
History	174	Each	\$ _____	\$ _____
Musimax	174	Each	\$ _____	\$ _____
Z Télé	174	Each	\$ _____	\$ _____
Spike TV	174	Each	\$ _____	\$ _____
Ciné Pop	174	Each	\$ _____	\$ _____
Frisson TV	174	Each	\$ _____	\$ _____
Wild TV	174	Each	\$ _____	\$ _____
Discovery Velocity	174	Each	\$ _____	\$ _____
American Heroes	174	Each	\$ _____	\$ _____
National Geographic	174	Each	\$ _____	\$ _____
Food TV	174	Each	\$ _____	\$ _____
Série Plus	174	Each	\$ _____	\$ _____
Canal D	174	Each	\$ _____	\$ _____
Stingray Music	174	Each	\$ _____	\$ _____
ADMINISTRATIVE SEGREGATION AREA				
Fixed channels				
Basic french service	9	Each	\$ _____	\$ _____
Specialty channel – TSN	9	Each	\$ _____	\$ _____
Specialty channel – RDS	9	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	9	Each	\$ _____	\$ _____
Variable channels				
Crave french	9	Each	\$ _____	\$ _____
NFL Network	9	Each	\$ _____	\$ _____
Fight Network	9	Each	\$ _____	\$ _____
CTV Scifi	9	Each	\$ _____	\$ _____
AddikTV	9	Each	\$ _____	\$ _____
Évasion	9	Each	\$ _____	\$ _____
Historia	9	Each	\$ _____	\$ _____
History	9	Each	\$ _____	\$ _____
Musimax	9	Each	\$ _____	\$ _____
Z Télé	9	Each	\$ _____	\$ _____
Spike TV	9	Each	\$ _____	\$ _____
Ciné Pop	9	Each	\$ _____	\$ _____
Frisson TV	9	Each	\$ _____	\$ _____
Wild TV	9	Each	\$ _____	\$ _____
Discovery Velocity	9	Each	\$ _____	\$ _____
American Heroes	9	Each	\$ _____	\$ _____
National Geographic	9	Each	\$ _____	\$ _____
Food TV	9	Each	\$ _____	\$ _____
Série Plus	9	Each	\$ _____	\$ _____
Canal D	9	Each	\$ _____	\$ _____
Stingray Music	9	Each	\$ _____	\$ _____
SPECIAL HANDLING UNIT (SHU) AREA				
Fixed channels				
Anglophone basic service	95	Each	\$ _____	\$ _____
Specialty channel – TSN	95	Each	\$ _____	\$ _____
Specialty channel – RDS	95	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	95	Each	\$ _____	\$ _____
Variable channels				
Crave English	95	Each	\$ _____	\$ _____

NFL Network	95	Each	\$ _____	\$ _____
Fight Network	95	Each	\$ _____	\$ _____
CTV Scifi	95	Each	\$ _____	\$ _____
AddikTV	95	Each	\$ _____	\$ _____
Évasion	95	Each	\$ _____	\$ _____
Historia	95	Each	\$ _____	\$ _____
History	95	Each	\$ _____	\$ _____
Musimax	95	Each	\$ _____	\$ _____
Z Télé	95	Each	\$ _____	\$ _____
SpikeTV	95	Each	\$ _____	\$ _____
CinéPop	95	Each	\$ _____	\$ _____
Frisson TV	95	Each	\$ _____	\$ _____
WildTV	95	Each	\$ _____	\$ _____
DiscoveryVelocity	95	Each	\$ _____	\$ _____
American Heroes	95	Each	\$ _____	\$ _____
National Geographic	95	Each	\$ _____	\$ _____
Food TV	95	Each	\$ _____	\$ _____
SériePlus	95	Each	\$ _____	\$ _____
Canal D	95	Each	\$ _____	\$ _____
StingrayMusic	95	Each	\$ _____	\$ _____
CELL BLOCKS A and G AREA				
Fixed channels				
Basic french service	38	Each	\$ _____	\$ _____
Specialty channel – TSN	38	Each	\$ _____	\$ _____
Specialty channel – RDS	38	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	38	Each	\$ _____	\$ _____
Variable channels				
Crave french	38	Each	\$ _____	\$ _____
NFL Network	38	Each	\$ _____	\$ _____
Fight Network	38	Each	\$ _____	\$ _____
CTV Scifi	38	Each	\$ _____	\$ _____
AddikTV	38	Each	\$ _____	\$ _____
Évasion	38	Each	\$ _____	\$ _____
Historia	38	Each	\$ _____	\$ _____
History	38	Each	\$ _____	\$ _____
Musimax	38	Each	\$ _____	\$ _____
Z Télé	38	Each	\$ _____	\$ _____
SpikeTV	38	Each	\$ _____	\$ _____
CinéPop	38	Each	\$ _____	\$ _____
Frisson TV	38	Each	\$ _____	\$ _____
WildTV	38	Each	\$ _____	\$ _____
DiscoveryVelocity	38	Each	\$ _____	\$ _____
American Heroes	38	Each	\$ _____	\$ _____
National Geographic	38	Each	\$ _____	\$ _____
Food TV	38	Each	\$ _____	\$ _____
SériePlus	38	Each	\$ _____	\$ _____
Canal D	38	Each	\$ _____	\$ _____
StingrayMusic	38	Each	\$ _____	\$ _____
Estimated total cost – Two (2) YEARS FIRM (only services rendered will be paid)				\$ _____

The Contractor must provide a rate for each deliverable. If the Contractor does not intend to ask for payment for a particular deliverable, it must indicate that there is no cost for that task or deliverable.

Table 3: OPTION 2: From May 16, 2024 to May 15, 2025

Description	Number of outlets	Distribution unit	Monthly rate (plus HST or GST)	Total (plus HST or GST)
RECEPTION CELL BLOCKS (D, E and F) AREA and PFV Unit				
Fixed channels				
Basic french service	174	Each	\$ _____	\$ _____
Specialty channel – TSN	10	Each	\$ _____	\$ _____
Specialty channel – RDS	10	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 et 2	10	Each	\$ _____	\$ _____
Variable channels				
Crave french	174	Each	\$ _____	\$ _____
NFL Network	174	Each	\$ _____	\$ _____
Fight Network	174	Each	\$ _____	\$ _____
CTV Scifi	174	Each	\$ _____	\$ _____
AddikTV	174	Each	\$ _____	\$ _____
Évasion	174	Each	\$ _____	\$ _____
Historia	174	Each	\$ _____	\$ _____
History	174	Each	\$ _____	\$ _____
Musimax	174	Each	\$ _____	\$ _____
Z Télé	174	Each	\$ _____	\$ _____
Spike TV	174	Each	\$ _____	\$ _____
Ciné Pop	174	Each	\$ _____	\$ _____
Frisson TV	174	Each	\$ _____	\$ _____
Wild TV	174	Each	\$ _____	\$ _____
Discovery Velocity	174	Each	\$ _____	\$ _____
American Heroes	174	Each	\$ _____	\$ _____
National Geographic	174	Each	\$ _____	\$ _____
Food TV	174	Each	\$ _____	\$ _____
Série Plus	174	Each	\$ _____	\$ _____
Canal D	174	Each	\$ _____	\$ _____
Stingray Music	174	Each	\$ _____	\$ _____
ADMINISTRATIVE SEGREGATION AREA				
Fixed channels				
Basic french service	9	Each	\$ _____	\$ _____
Specialty channel – TSN	9	Each	\$ _____	\$ _____
Specialty channel – RDS	9	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 et 2	9	Each	\$ _____	\$ _____
Variable channels				
Crave french	9	Each	\$ _____	\$ _____
NFL Network	9	Each	\$ _____	\$ _____
Fight Network	9	Each	\$ _____	\$ _____
CTV Scifi	9	Each	\$ _____	\$ _____
AddikTV	9	Each	\$ _____	\$ _____
Évasion	9	Each	\$ _____	\$ _____
Historia	9	Each	\$ _____	\$ _____
History	9	Each	\$ _____	\$ _____
Musimax	9	Each	\$ _____	\$ _____
Z Télé	9	Each	\$ _____	\$ _____
Spike TV	9	Each	\$ _____	\$ _____
Ciné Pop	9	Each	\$ _____	\$ _____
Frisson TV	9	Each	\$ _____	\$ _____
Wild TV	9	Each	\$ _____	\$ _____
Discovery Velocity	9	Each	\$ _____	\$ _____

American Heroes	9	Each	\$ _____	\$ _____
National Geographic	9	Each	\$ _____	\$ _____
Food TV	9	Each	\$ _____	\$ _____
Série Plus	9	Each	\$ _____	\$ _____
Canal D	9	Each	\$ _____	\$ _____
Stingray Music	9	Each	\$ _____	\$ _____
SPECIAL HANDLING UNIT (SHU) AREA				
Fixed channels				
Anglophone basic service*	95	Each	\$ _____	\$ _____
Specialty channel – TSN	95	Each	\$ _____	\$ _____
Specialty channel – RDS	95	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	95	Each	\$ _____	\$ _____
Variable channels				
Crave English	95	Each	\$ _____	\$ _____
NFL Network	95	Each	\$ _____	\$ _____
Fight Network	95	Each	\$ _____	\$ _____
CTV Scifi	95	Each	\$ _____	\$ _____
AddikTV	95	Each	\$ _____	\$ _____
Évasion	95	Each	\$ _____	\$ _____
Historia	95	Each	\$ _____	\$ _____
History	95	Each	\$ _____	\$ _____
Musimax	95	Each	\$ _____	\$ _____
Z Télé	95	Each	\$ _____	\$ _____
Spike TV	95	Each	\$ _____	\$ _____
Ciné Pop	95	Each	\$ _____	\$ _____
Frisson TV	95	Each	\$ _____	\$ _____
Wild TV	95	Each	\$ _____	\$ _____
Discovery Velocity	95	Each	\$ _____	\$ _____
American Heroes	95	Each	\$ _____	\$ _____
National Geographic	95	Each	\$ _____	\$ _____
Food TV	95	Each	\$ _____	\$ _____
Série Plus	95	Each	\$ _____	\$ _____
Canal D	95	Each	\$ _____	\$ _____
Stingray Music	95	Each	\$ _____	\$ _____
CELL BLOCKS A and G AREA				
Fixed channels				
Basic french service	38	Each	\$ _____	\$ _____
Specialty channel – TSN	38	Each	\$ _____	\$ _____
Specialty channel – RDS	38	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	38	Each	\$ _____	\$ _____
Variable channels				
Crave french	38	Each	\$ _____	\$ _____
NFL Network	38	Each	\$ _____	\$ _____
Fight Network	38	Each	\$ _____	\$ _____
CTV Scifi	38	Each	\$ _____	\$ _____
AddikTV	38	Each	\$ _____	\$ _____
Évasion	38	Each	\$ _____	\$ _____
Historia	38	Each	\$ _____	\$ _____
History	38	Each	\$ _____	\$ _____
Musimax	38	Each	\$ _____	\$ _____
Z Télé	38	Each	\$ _____	\$ _____
Spike TV	38	Each	\$ _____	\$ _____
Ciné Pop	38	Each	\$ _____	\$ _____

Frisson TV	38	Each	\$ _____	\$ _____
Wild TV	38	Each	\$ _____	\$ _____
Discovery Velocity	38	Each	\$ _____	\$ _____
American Heroes	38	Each	\$ _____	\$ _____
National Geographic	38	Each	\$ _____	\$ _____
Food TV	38	Each	\$ _____	\$ _____
Série Plus	38	Each	\$ _____	\$ _____
Canal D	38	Each	\$ _____	\$ _____
Stingray Music	38	Each	\$ _____	\$ _____
Estimated total cost – Two (2) YEARS FIRM (only services rendered will be paid)				\$ _____

The Contractor must provide a rate for each deliverable. If the Contractor does not intend to ask for payment for a particular deliverable, it must indicate that there is no cost for that task or deliverable.

Table 4: OPTION 3: From May 16, 2025 to May 15, 2026

Description	Number of outlets	Distribution unit	Monthly rate (plus HST or GST)	Total (plus HST or GST)
<u>RECEPTION CELL BLOCKS (D, E and F) AREA and PFV Unit</u>				
Fixed channels				
Basic french service	174	Each	\$ _____	\$ _____
Specialty channel – TSN	10	Each	\$ _____	\$ _____
Specialty channel – RDS	10	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	10	Each	\$ _____	\$ _____
Variable channels				
Crave french	174	Each	\$ _____	\$ _____
NFL Network	174	Each	\$ _____	\$ _____
Fight Network	174	Each	\$ _____	\$ _____
CTV Scifi	174	Each	\$ _____	\$ _____
AddikTV	174	Each	\$ _____	\$ _____
Évasion	174	Each	\$ _____	\$ _____
Historia	174	Each	\$ _____	\$ _____
History	174	Each	\$ _____	\$ _____
Musimax	174	Each	\$ _____	\$ _____
Z Télé	174	Each	\$ _____	\$ _____
Spike TV	174	Each	\$ _____	\$ _____
Ciné Pop	174	Each	\$ _____	\$ _____
Frisson TV	174	Each	\$ _____	\$ _____
Wild TV	174	Each	\$ _____	\$ _____
Discovery Velocity	174	Each	\$ _____	\$ _____
American Heroes	174	Each	\$ _____	\$ _____
National Geographic	174	Each	\$ _____	\$ _____
Food TV	174	Each	\$ _____	\$ _____
Série Plus	174	Each	\$ _____	\$ _____
Canal D	174	Each	\$ _____	\$ _____
Stingray Music	174	Each	\$ _____	\$ _____
<u>ADMINISTRATIVE SEGREGATION AREA</u>				
Fixed channels				
Basic french service	9	Each	\$ _____	\$ _____
Specialty channel – TSN	9	Each	\$ _____	\$ _____
Specialty channel – RDS	9	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	9	Each	\$ _____	\$ _____
Variable channels				
Crave french	9	Each	\$ _____	\$ _____
NFL Network	9	Each	\$ _____	\$ _____

Fight Network	9	Each	\$ _____	\$ _____
CTV Scifi	9	Each	\$ _____	\$ _____
AddikTV	9	Each	\$ _____	\$ _____
Évasion	9	Each	\$ _____	\$ _____
Historia	9	Each	\$ _____	\$ _____
History	9	Each	\$ _____	\$ _____
Musimax	9	Each	\$ _____	\$ _____
Z Télé	9	Each	\$ _____	\$ _____
SpikeTV	9	Each	\$ _____	\$ _____
Ciné Pop	9	Each	\$ _____	\$ _____
Frisson TV	9	Each	\$ _____	\$ _____
Wild TV	9	Each	\$ _____	\$ _____
Discovery Velocity	9	Each	\$ _____	\$ _____
American Heroes	9	Each	\$ _____	\$ _____
National Geographic	9	Each	\$ _____	\$ _____
Food TV	9	Each	\$ _____	\$ _____
Série Plus	9	Each	\$ _____	\$ _____
Canal D	9	Each	\$ _____	\$ _____
Stingray Music	9	Each	\$ _____	\$ _____
<u>SPECIAL HANDLING UNIT (SHU) AREA</u>				
Fixed channels				
Anglophone basic service*	95	Each	\$ _____	\$ _____
Specialty channel – TSN	95	Each	\$ _____	\$ _____
Specialty channel – RDS	95	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	95	Each	\$ _____	\$ _____
Variable channels				
Crave English	95	Each	\$ _____	\$ _____
NFL Network	95	Each	\$ _____	\$ _____
Fight Network	95	Each	\$ _____	\$ _____
CTV Scifi	95	Each	\$ _____	\$ _____
AddikTV	95	Each	\$ _____	\$ _____
Évasion	95	Each	\$ _____	\$ _____
Historia	95	Each	\$ _____	\$ _____
History	95	Each	\$ _____	\$ _____
Musimax	95	Each	\$ _____	\$ _____
Z Télé	95	Each	\$ _____	\$ _____
Spike TV	95	Each	\$ _____	\$ _____
Ciné Pop	95	Each	\$ _____	\$ _____
Frisson TV	95	Each	\$ _____	\$ _____
Wild TV	95	Each	\$ _____	\$ _____
Discovery Velocity	95	Each	\$ _____	\$ _____
American Heroes	95	Each	\$ _____	\$ _____
National Geographic	95	Each	\$ _____	\$ _____
Food TV	95	Each	\$ _____	\$ _____
Série Plus	95	Each	\$ _____	\$ _____
Canal D	95	Each	\$ _____	\$ _____
Stingray Music	95	Each	\$ _____	\$ _____
<u>CELL BLOCKS A and G AREA</u>				
Fixed channels				
Basic french service	38	Each	\$ _____	\$ _____
Specialty channel – TSN	38	Each	\$ _____	\$ _____
Specialty channel – RDS	38	Each	\$ _____	\$ _____
Specialty channel – TVA Sports 1 and 2	38	Each	\$ _____	\$ _____

Variable channels				
Crave french	38	Each e	\$ _____	\$ _____
NFL Network	38	Each	\$ _____	\$ _____
Fight Network	38	Each	\$ _____	\$ _____
CTV Scifi	38	Each	\$ _____	\$ _____
AddikTV	38	Each	\$ _____	\$ _____
Évasion	38	Each	\$ _____	\$ _____
Historia	38	Each	\$ _____	\$ _____
History	38	Each	\$ _____	\$ _____
Musimax	38	Each	\$ _____	\$ _____
Z Télé	38	Each	\$ _____	\$ _____
Spike TV	38	Each	\$ _____	\$ _____
CinéPop	38	Each	\$ _____	\$ _____
Frisson TV	38	Each	\$ _____	\$ _____
Wild TV	38	Each	\$ _____	\$ _____
Discovery Velocity	38	Each	\$ _____	\$ _____
American Heroes	38	Each	\$ _____	\$ _____
National Geographic	38	Each	\$ _____	\$ _____
Food TV	38	Each	\$ _____	\$ _____
Série Plus	38	Each	\$ _____	\$ _____
Canal D	38	Each	\$ _____	\$ _____
Stingray Music	38	Each	\$ _____	\$ _____
Estimated total cost – Two (2) YEARS FIRM (only services rendered will be paid)				\$ _____

The Contractor must provide a rate for each deliverable. If the Contractor does not intend to ask for payment for a particular deliverable, it must indicate that there is no cost for that task or deliverable.

3.0 Applicable Taxes

- (a) All prices and amounts of money in the contract are exclusive of Applicable Taxes, unless otherwise indicated. Applicable Taxes are extra to the price herein and will be paid by Canada.
- (b) The estimated Applicable Taxes of \$ To Be Inserted at Contract Award are excluded in the total estimated cost shown on page 1 of this Contract. The estimated Applicable Taxes will be incorporated into all invoices and progress claims and shown as a separate item on invoices and progress claims. All items that are zero-rated, exempt, or to which taxes do not apply, are to be identified as such on all invoices. The Contractor agrees to remit to Canada Revenue Agency (CRA) any amounts of Applicable Taxes paid or due.

4.0 Electronic Payment of Invoices - Bid

Canada requests that Bidders complete option 1 or 2 below:

1. () Electronic Payment Instruments will be accepted for payment of invoices.

The following Electronic Payment Instrument(s) are accepted:

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

2. () Electronic Payment Instruments will not be accepted for payment of invoices.

The Bidder is not obligated to accept payment by Electronic Payment Instruments.

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

ANNEX C – Insurance Requirements

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

The Commercial General Liability policy must include the following:

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

For the province of Quebec, send to:

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

For other provinces and territories, send to:

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

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



ANNEX D Evaluation Criteria

1.0 Technical Evaluation:

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

- Mandatory Technical Criteria

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

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

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

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

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

I. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a Public Servant**, the reference must be a Public Servant who had a supervisory role over the proposed resource during the stated employment.

II. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a consultant**, the reference must be the Public Servant who was identified as the Project Authority of the project on which the proposed resource acquired the experience.

III. References must be presented in this format:

- a. Name;
- b. Organization;
- c. Current Phone Number; and
- d. Email address if available

1.6 Response Format

I. In order to facilitate evaluation of proposals, it is recommended that bidders' proposals address the mandatory criteria in the order in which they appear in the Evaluation Criteria and using the numbering outlined.

II. Bidders are also advised that the month(s) of experience listed for a project or experience whose timeframe overlaps that of another referenced project or experience will only be counted once. For example: Project 1 timeframe is July 2001 to December 2001; Project 2 timeframe is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.

III. For any requirements that specify a particular time period (e.g., 2 years) of work experience, CSC will disregard any information about experience if the technical bid does not include the required month and year for the start date and end date of the experience claimed.



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

MANDATORY TECHNICAL CRITERIA

N°	Mandatory criterion	Bidder's description (include a reference to the bid)	Met (yes/no)
O1	The bidder must list the channels included in the <u>regular Francophone basic bundle</u> in the Annex of its bid (provide list)		
O2	The bidder must list the channels included in the <u>basic Anglophone bundle</u> in the Annex of its bid (provide list)		



ANNEX E – Request to Access a Federal Institution

	Service correctionnel / Correctional Service Canada	Protected B once completed Put away on file ► 3170-12
Request to access a federal institution		
<u>PERSONAL INFORMATION</u>		
Surname: _____		Full name: _____
Date of birth (YY-MM-DD): _____		Sex: M <input type="checkbox"/> F <input type="checkbox"/>
Height: _____	Weight: _____	Eye color: _____ Hair color: _____
Street: _____		City: _____
Province: _____		Postal code: _____
Tel. Number: Home: (____) _____		Cellular: (____) _____
<u>GENERAL INFORMATION</u>		
Have you ever been found guilty of a criminal offence or do you have any pending charges?		
No <input type="checkbox"/> Yes <input type="checkbox"/> If so, which? _____		
Do you know personally anyone incarcerated in a federal or provincial institution?		
No <input type="checkbox"/> Yes <input type="checkbox"/> If so, what is the name? _____		
Are you registered as an inmate's visitor or have you ever visited an inmate?		
No <input type="checkbox"/> Yes <input type="checkbox"/> If so, what is the name? _____		
Have you made a similar request for access in the last two years?		
No <input type="checkbox"/> Yes <input type="checkbox"/> If so, for which institution? _____		
What is the reason for your request to access a federal institution? _____		

Name of your employer / educational institution? _____		
Name of the employee responsible for the visit: _____		
Privacy act statement		
<small>Personal information about you is collected under the authority of the Corrections and Conditional Release Act in order to authorize your access to a federal institution. This information is collected, with no obligation on your part, and held in the Security Clearance System (SCS); however, if you refuse to comply with any security verifications, your access privileges will be refused. The information that you provide cannot be disclosed to other persons without your consent, EXCEPT where disclosure would be justified pursuant to one of the paragraphs of subsection 8(2) of the Privacy Act. Access may be denied for submitting false information. The institution reserves the right to refuse access to the applicant before, upon arrival or during the visit.</small>		
<small>I hereby authorize the Correctional Service of Canada to conduct any investigation it deems necessary to allow my access to their institution. I agree that the Correctional Service of Canada cannot be held accountable for any harm suffered in the course of my activities unless this harm is directly attributable to the negligence of one or more employees of the Service.</small>		
Applicant signature: _____		Date: _____
Signature of employee responsible for the visit: _____		Date: _____
Version 2018-02-09		



RESERVED FOR THE PREVENTIVE SECURITY DEPARTMENT

Institution: _____

Access to the institution granted: No Yes

Name of Security intelligence officer: _____ Date: _____