



**REQUEST FOR PROPOSAL /  
DEMANDE DE PROPOSITION**

**RETURN BIDS TO /  
RETOURNER LES SOUMISSIONS À:**

Bid Receiving – PWGSC / Réception des  
soumissions - TPSGC  
11 Laurier St. / 11 rue Laurier  
Place du Portage, Phase III  
Core 0B2 / Noyau 0B2  
Gatineau  
Québec  
K1A 0S5

**Proposal To: National Defence 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 and services listed herein and on any  
attached sheets at the price(s) set out therefore.

**Proposition à : Défense nationale 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 et services énumérés ici et sur toute  
feuille ci-annexée, au(x) prix indique(s).

<b>Title / Titre:</b> Radome Maintenance	<b>Solicitation No / No de l'invitation:</b> W8485-216266/A
<b>Date of Solicitation / Date de l'invitation:</b> 2021-04-26	
<b>Address Enquiries to – Adresser toutes questions à:</b> Alexandre Hein alexandre.hein@forces.gc.ca	
<b>Telephone No. / N° de téléphone:</b> 819-939-5015	<b>FAX No / No de fax:</b> NA
<b>Destination:</b> Specified Herein Précisé dans les présentes	

**Instructions:**

Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.

**Instructions:**

Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés «rendu droits acquittés», tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente

<b>Solicitation Closes / L'invitation prend fin:</b>  At / à : 14H00 EST          On / le : 2021-05-26
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<b>Delivery required / Livraison exigée:</b> See Herein	<b>Delivery offered / Livraison proposée:</b>
<b>Vendor Name and Address / Raison sociale et adresse du fournisseur:</b>	
<b>Name and title of person authorized to sign on behalf of vendor (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'imprimerie):</b>	
<b>Name / Nom:</b> _____	<b>Title / Titre:</b> _____
<b>Signature:</b> _____	<b>Date:</b> _____

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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;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

### **1.2 Statement of Work**

The contractor must provide the goods and/or services in accordance with the technical requirements stated herein in Annex A.

### **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, are incorporated by reference into and form part of the bid solicitation.

### **2.1.1 SACC Manual Clauses**

**B1000T** Condition of Material 2014-06-26

## **2.2 Submission of Bids**

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

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

[tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca)

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

## **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 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:

1. an individual;
2. an individual who has incorporated;
3. a partnership made of former public servants; or
4. 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 Bidder a FPS in receipt of a pension? Yes ( ) No ( )

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

1. name of former public servant;
2. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder'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: 2019-01 and the Guidelines on the Proactive Disclosure of Contracts.

#### Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? Yes ( ) No ( )

If so, the Bidder must provide the following information:

1. name of former public servant;
2. conditions of the lump sum payment incentive;
3. date of termination of employment;
4. amount of lump sum payment;
5. rate of pay on which lump sum payment is based;
6. period of lump sum payment including start date, end date and number of weeks;
7. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

## 2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 5 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 Ontario

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](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:
  - 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.

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

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

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

Section I: Technical Bid (1 hard copies)  
Section II: Financial Bid (1 hard copies)  
Section III: Certifications (1 hard copies)

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

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

### **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 “F” Electronic Payment Instruments, to identify which ones are accepted.

If Annex “F” 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) Exchange Rate Fluctuation

#### **3.1.3 SACC Manual Clauses**

### **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 following Mandatory requirements must be submitted with the bid for evaluation

- Technical compliance to the ANNEX B;

##### **4.1.2 Financial Evaluation**

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

## **4.2 Basis of Selection**

### **4.2.1 Mandatory Technical Criteria**

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 (Annex C) 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 website \(https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#\)](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.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex titled Federal Contractors Program for Employment Equity - Certification, before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

## **PART 6 - RESULTING CONTRACT CLAUSES**

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

### **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 Facility Security Clearance at the level of SECRET, issued by the Contract Security Program (CSP), Public Works and Government Services (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive site(s) must EACH hold a valid personnel security screening at the level of SECRET, 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 D.
  - b) Contract Security Manual (Latest Edition).

### **6.2 Statement of Work**

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

### **6.3 Task Authorization**

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

#### **6.3.1 Task Authorization Process:**

1. The Technical Authority will provide the Contractor with a description of the task using the "DND 626, Task Authorization Form" form 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 basis (bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the Technical Authority, within 5 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Technical 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.

### **6.3.2 Periodic Usage Reports - Contracts with Task Authorizations:**

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

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

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

The quarterly periods are defined as follows:

1st quarter: April 1 to June 30;

2nd quarter: July 1 to September 30;

3rd quarter: October 1 to December 31; and

4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 30 calendar days after the end of the reporting period.

### **Reporting Requirement- Details**

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

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

### **For all authorized tasks:**

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

### **6.4 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.

#### **6.4.1 General Conditions**

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

## 6.5 Term of Contract

### 6.5.1 Period of the Contract

The period of the Contract is from date of Contract to \_\_\_\_\_ inclusive. (to be inserted at contract award)

### 6.5.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to TWO additional ONE year period(s) 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 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.

## 6.6 Authorities

### 6.6.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Alexandre Hein

Title: DAP 7-5-4

Directorate: DGEAPM

Address: 101 Colonel By Dr, Ottawa, ON, K1A 0K2

Telephone: 819-939-5015

E-mail address: alexandre.hein@forces.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.

### 6.6.2 Technical Authority

The Technical Authority for the Contract is: (to be inserted at contract award by DND)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_

Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_

E-mail: \_\_\_\_\_.

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

### 6.6.3 Contractor's Representative

The person responsible for: (to be inserted at contract award by DND)

#### General Inquiries:

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

#### Delivery Follow-Up

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

### 6.7 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.

### 6.8 Payment

#### 6.8.1 Basis of Payment

The Contractor will be paid for the Work specified in the authorized task authorization, in accordance with the Basis of payment at **ANNEX C**

Canada's liability to the Contractor under the authorized task authorization must not exceed the limited expenditure specified in the authorized task authorization. Custom duties are excluded and Applicable Taxes are extra.

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

#### 6.8.2 Limitation of Expenditure – Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract must not exceed \$ \_\_\_\_\_.  
Customs duties are excluded and Applicable Taxes are extra.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a. when it is 75% committed, or
  - b. four months before the contract expiry date, or
  - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,
- whichever comes first.
3. 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.

### **6.8.3 Travel and Living Expenses - National Joint Council Travel Directive**

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, and private vehicle allowances specified in Appendices B, C and D of the [National Joint Council Travel Directive](#), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Canada will not pay the Contractor any incidental expense allowance for authorized travel.

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

All payments are subject to government audit.

### **6.8.4 Multiple Payments**

SACC Manual Clause [H1001C \(2008-05-12\)](#), Multiple Payments

### **6.8.5 Electronic Payment of Invoices – Contract**

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

- a. Direct Deposit (Domestic and International);
- b. Electronic Data Interchange (EDI);
- c. Wire Transfer (International Only);

### **6.9 Invoicing Instructions**

1. 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 the release document and any other documents as specified in the Contract;
  - c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
  - d. a copy of the monthly progress report.
2. Invoices must be distributed as follows:
    - a. The original must be forwarded to the following address for certification and payment.  
\_\_\_\_\_ To be inserted at contract Award \_\_\_\_\_ (*Insert the name of the organization*)

\_\_\_\_\_ To be inserted at contract Award \_\_\_\_\_ (*Insert the address of the organization*)

## 6.10 Certifications and Additional Information

### 6.10.1 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.

### 6.10.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

### 6.11 Applicable Laws

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

### 6.12 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 (2010C, 2020-05-28);
- (c) Annex A, Statement of Work
- (d) Annex D, Security Requirements Check List
- (e) the Contractor's bid dated \_\_\_\_\_ (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award: “, as clarified on \_\_\_\_\_” or “, as amended on \_\_\_\_\_” and insert date(s) of clarification(s) or amendment(s)*)

### 6.13 Defence Contract

SACC *Manual* clause [A9006C](#) (2012-07-16), Defence Contract

### 6.14 SACC Manual Clauses

[B1501C](#) Electrical Equipment 2006-06-16  
[B4019C](#) United States Military Specifications and Standards 2015-02-25  
[B7500C](#) Excess Goods 2006-06-16

### 6.15 Condition of Material

The Contractor must provide material that is new production of current manufacture supplied by the principal manufacturer or its accredited agent. The material must conform to the latest issue of the

applicable drawing, specification and part number, as applicable, that was in effect on the bid closing date.

#### **6.16 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

Maintenance and Refurbishment Services for  
Canadian Forces Base Radomes.

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## Acronyms

AWR:	Additional Work Request
CA:	Contracting Authority
CF:	Canadian Forces
CFTO:	Canadian Forces Technical Order
CLC:	Canada Labour Code
COSH:	Canadian Occupational Safety and Health
CSA:	Canadian Standards Association
DAEPM (R&CS):	Director Aerospace Equipment Program Management (Radar & Communication Systems).
FY:	Fiscal Year
LCMM:	Life Cycle Material Manager
PA:	Procurement Authority
PWGSC:	Public Works and Government Services Canada
SOW:	Statement of Work
TA:	Technical Authority
VCR:	Visit Clearance Request

## Definitions

**Contractor:** When the term "Contractor" appears in this SOW it must be construed as the "Canadian Radome Maintenance Contractor".

**Must:** The word must is used to express a requirement.

**Site Custodian:** Is the person responsible for the safeguard of site/DND property. He/she does not have the authority to schedule or direct any maintenance, but is required to liaise with the LCMM on any issue at the site regarding Radomes.

**Will:** The word will is used to express a declaration of intent or purpose.

**Work Party:** The term "Work Party" is defined as the Contractor's personnel who are performing maintenance on any Canadian Forces Radome.

## 1. Scope

### 1.1. Purpose

- 1.1.1. The purpose of this Statement of Work (SOW) is to describe the work requirement associated with the general maintenance, repair and refurbishment of the Canadian Forces Radomes located throughout Canada. Excluded from this SOW are the Radomes installed as part of the North Warning System.
- 1.1.2. This SOW describes the scheduled maintenance services to be provided to the Department of National Defence (DND) by the Contractor. The work will be requested through the use of a "Task Authorization Form" (DND 626).

### 1.2. Background

- 1.2.1. DAEPM (R&CS) is the Canadian Forces authority responsible for providing technical information, facilities and materiel for the maintenance of various equipment and systems throughout the Canadian Forces (CF).
- 1.2.2. A Radome is a structural, weatherproof enclosure that protects a satellite antenna or radar system antenna and is constructed of material that minimally attenuates the electromagnetic signal transmitted or received by the antenna. Radomes protect antenna surfaces from weather and/or conceal antenna electronic equipment from public view. There are specialized Radome manufacturers that provide Radomes for applications that include weather radar, air traffic control, satellite communications, and telemetry. Over the years, the CF has procured and installed mission specific Radomes of varying types, construction and size. Radomes are installed both at ground level, and on towers up to 30 meters tall.
- 1.2.3. Due to continuous exposure to the elements Radomes can deteriorate over time and require specialised maintenance to help combat this deterioration. Maintenance is normally accomplished during the spring and summer months and is based, except for the Radomes at Leitrim and Shirley's Bay (one year cycle), on a three-year cycle.

### 1.3. Applicable Documents

- 1.3.1. Chapter 6 - Classified Visit Clearance Protocol for Canadian-Based Industry (<http://iss-ssi.pwgsc-tpsgc.gc.ca/msi-ism/ch6-eng.html>).
- 1.3.2. Resurfacing and Maintenance of Air Supported and Rigid Radomes, C-59-005-001/MP-000, Dated 1994-06-30.
- 1.3.3. Radome Precision Approach Radar for use at 9.0 GHz to 9.2 GHz Ground Installation Part 70478-00, C-59-646-000/ME-000, Dated 1994-07-15.
- 1.3.4. ESSCO Technical manual TM90-30 ESSCO Model S32-75 Radome maintenance section.
- 1.3.5. Technical manual TM92-38 ESSCO Model S57-73 Radome maintenance section.
- 1.3.6. Cassidian S38-82 sandwich Radome technical manual.
- 1.3.7. CFTO C-55-040-001/TS-002 RF Radiation Hazards.
- 1.3.8. C-59-826-000/MS-001 Installation and Operation of 28'-10" Diameter Radome System (Air Support)
- 1.3.9. CSA Standards.

## 2. Maintenance

The Contractor is responsible for both Preventive Maintenance and Additional Maintenance. The Contractor must submit a Preventive Maintenance schedule to the TA no later than the calendar year end for the Preventive Maintenance to be performed in the subsequent fiscal year. The TA reserves the right to revise the maintenance schedule at any time; such revision will be done after consultation with the Contractor. Preventive Maintenance will be performed on all DND Radomes on a three year cycle. The exception is the six Radomes at Leitrim and two Radomes at Shirley's Bay which must be maintained every year and painted every three years. Any Additional Maintenance will be on an as required basis.

### 2.1. Preventive Maintenance

- 2.1.1. Preventive Maintenance on the Radomes includes repairs, painting, cleaning, torquing, sealing and re-surfacing (with TA approval only) all types of Radomes installed at CF Bases. The following applies:
  - a. The Technical Authority (TA) for the work to be performed is the Director Aerospace Equipment Program Management (Radar and Communication System 4-4) LCMM or his/her delegated representative.
  - b. The Contractor must provide the services specified in this SOW at locations specified at Appendix 1. Any request for services not defined in this SOW, must not be undertaken unless authorized by the PA.

- c. The Contractor is responsible to carry out all Preventive Maintenance on all types of Radomes used by DND. For example Rigid Fiberglass, Air Supported, Sandwiched Foam, and Metal Space Frame Radomes are included and the DND Radome inventory.
- d. The total number, the types, and the locations of DND Radomes are listed at Appendix 1 and the Preventive Maintenance schedule is listed in Appendix 2 of this SOW.
- e. Any changes in the number of Radomes to have preventive maintenance performed in a given year must be done through a Contract Amendment after approval by the TA.
- f. All work will be scheduled by the Contractor and approved by the TA. Should a Radome undergoing maintenance be found to require minor repairs such as pin-holes, warning light bulb replacement etc. that can be completed on site for a cost of under 1000\$ CAD do not require TA approval.
- g. Preventive Maintenance Task 1:
  - i. Seal all Radomes and Radome base rings as listed in the maintenance manual applicable to the Radome type;
  - ii. Wash Radomes and perform water penetration tests as listed in the Radome specific maintenance manual;
  - iii. Paint PC 1233 was developed for rigid radar domes. The paint must be applied by brush or roller and given a four hour dry times between coats. Refer to "Maintenance Instructions Resurfacing and Maintenance of Air Supported and Rigid Radomes"- CFTO - C-59-005-001/MP-000;
  - iv. Typically Air Supported Radomes are not painted. Washing is the Preventive Maintenance task for these Radomes;
  - v. Torque all Radome base rings as listed in the applicable Radome maintenance manual;
  - vi. Conduct a panel-to-panel torque test as listed in the maintenance manual (if applicable to Radome type);
  - vii. As deemed necessary to maintain Radome integrity accomplish minor repair to any of the Radomes listed in Appendix 1. An example is to repair a hole in a Metal Space Frame Radome;
  - viii. Repair and/or replace the lightning rod and assembly if necessary;
  - ix. Replace missing or damaged cluster caps on Metal Space Frame Radomes;

- x. Leitrim Radomes are to have Preventive Maintenance performed every year and are to be painted only every third maintenance year;
  - xi. Repair or replace aircraft warning lights as required;
  - xii. Replace all Radome rope as per the maintenance schedule;
  - xiii. Inspect and repair base and apex entry and exit points;
  - xiv. Inspect remove and repair (if needed) base ring sealant; and
  - xv. Panel inspection for de-lamination, holes etc.
- h. Preventive Maintenance Task 2:
- i. The Contractor must recommend, as required, re-surfacing any Radomes listed at Appendix 1, to the LCMM for approval by the PA or CA.
- i. Preventive Maintenance Task 3:
- i. Repair and /or refurbish spare Radome panel(s) when recommended by the TA and approved by the PA or CA.
- j. Preventive Maintenance Task 4:
- i. Conduct complete Radome torqueing.
- k. Preventive Maintenance Task 5:
- i. The following materials are to be used during preventive maintenance and must be furnished by the Contractor:
    - 1) Paint and Painting Supplies;
    - 2) Cleaning Materials;
    - 3) Caulking;
    - 4) Aircraft obstruction light bulbs;
    - 5) Tools; and
    - 6) Rope.
  - ii. All other materials will be charged on a cost reimbursable basis.
- l. Preventive Maintenance Task 6.
- i. After completing the Radome's Preventive Maintenance at each site, the contractor must provide an informal (email) report to the TA or a designated representative of the TA to advise of the work that was performed, with specific reference to any outstanding deficiencies. If any deficiencies remain, the Contractor must advise when the deficiencies will be corrected; The Radome

Inspection Report template is attached in Appendix 4. The report must include but is not limited to:

1. Site name;
  2. Site location;
  3. Site Point of Contact including phone number;
  4. Radome type;
  5. Radome serial number;
  6. Condition of Radomes prior to work commencement;
  7. Work performed;
  8. Condition of Radomes after preventive maintenance is complete
  9. Any recommendations that would extend the expected life of the Radome(s) at that site; and
  10. Cost breakdown for each Radome, for other than firm fixed price, on which maintenance was performed. The cost breakdown must include, but is not limited to, cost incurred due to:
    - a. Preventive maintenance repair;
    - b. Additional maintenance repair;
    - c. Standby time; and
    - d. Total costs.
- m. Any and all accidents or incidents must be reported to the TA and be recorded on the Radome Inspection Report.

## **2.2. Additional Maintenance**

2.2.1. Additional Maintenance are defined as unforeseen requests for goods and/or services not specifically identified in the SOW but related to the Work. The Contractor must provide support for additional maintenance on an "as and when required" basis. They will be recommended by the Technical Authority (TA) and approved by the Procurement Authority (PA) or Contracting Authority (CA) and priced individually in accordance with the Terms of the Contract. All AWR's must be recommended by the TA and approved by the PA or CA. Additional Maintenance may include but are not limited to:

- a. Replace any of the Radomes listed at Appendix 1;
- b. Replace Radome panel(s) on any of the Radomes listed at Appendix 1 in order to maintain Radome integrity;
- c. Air Support Radome related tasks that include but are not limited to the pressurization systems, doors/ vestibules, seals and HVAC systems that have been integrated into the Radome;
- d. Remove and re-install Radome panels in support of equipment insertion or removal;
- e. Remove and re-install panels as required in support of building related construction projects;
- f. Change Aircraft Warning Lights from incandescent to LED as directed;
- g. Inspect and repair base and apex entry and exit points;
- h. Inspect remove and repair (if needed) base ring sealant; and
- i. Panel inspection for delamination, holes etc.

### **3. Personnel**

#### **3.1. Qualification**

3.1.1. With each site proposal the Contractor must provide to the TA a copy of the Personnel Qualification documentation of personnel that will carry out the work.

#### **3.2. Site Visit**

3.3.1. The Contractor is responsible for initiating the annual visit clearance request in accordance with the Public Services Procurement Canada/Canadian and International Industrial Security Division (PSPC/CIISD) and DND guidelines in order to have access to the DND sites.

3.3.2. The Contractor is responsible for the administration, welfare and discipline of all Contractor personnel when on DND properties, whether directly employed by the Contractor or under sub-contract.

3.3.3. The TA will consult with Bases to be visited to arrange site visit authorization. The TA will advise the sites to be visited of arrival and departure times of the Contractor crew.

3.3.4. The Contractor must advise the TA immediately if the maintenance schedule cannot be followed for any reason.

3.3.5. At the beginning of each calendar year the Contractor must provide the TA with a list of Contractor personnel that will be travelling to the various DND sites in the subsequent fiscal year. The following information must be provided:

- a. Full name;
- b. Date of Birth (DOB);
- c. Place of Birth (POB);
- d. Citizenship;
- e. Security clearance;
- f. Qualifications; and
- g. Any other relevant information that will assist the visit clearance request.

#### **3.3. Visit Clearance Request**

3.3.1. The Contractor must submit a Visit Clearance Request (VCR)/Request For Visit (RFV) a minimum of fifteen (15) days in advance of travel as per the directions listed in the Contract Security Manual, [www.tpsgc-pwgsc.gc.ca/esc-src/msc-csm/index-eng.html](http://www.tpsgc-pwgsc.gc.ca/esc-src/msc-csm/index-eng.html) Chapter 8

Annex E paragraph IA2. The Contractor and/or his work party must not proceed to any site unless authorized by the TA.

- 3.3.2. The Contractor and/or his work party will be accompanied by the site custodian.
- 3.3.3. The TA will consult with all affected agencies and arrange authorization for visits.
- 3.3.4. The Contractor must advise the TA on the expected arrival time to the next site.
- 3.3.5. If the Contractor is unable to follow the maintenance schedule, the Contractor must immediately advise the TA in order to reschedule the visit.

## **4. Administration**

### **4.1. Certificates and Handover Meeting**

- 4.1.1. After completion of maintenance on each Radome the Contractor must complete, for the Handover meeting, a "Sign Off Certificate" (Appendix 3) which must include any exceptions such as work not carried out with reasons, recommendations, and the site authority acceptance. The Contractor must prepare and provide a Radome Inspection Report (Appendix 4) for Handover.
- 4.1.2. Upon completion of the work, and prior to the work party departing the site, the Contractor must meet with the site authority to discuss the work accomplished and review the Radome Inspection Report.
- 4.1.3. Should the TA not be present, the Contractor must ask the site custodian to notify the TA immediately of any unsatisfactory work performed.

### **4.2. Distribution of Certificates**

- a. One (1) copy to the TA;
- b. One (1) copy retained by the Contractor;
- c. One (1) copy left at the site;
- d. One (1) copy to the CA; and
- e. The Contractor must be in possession of sufficient copies of the "Sign-Off Certificate" as per Appendix 3 and "Radome Inspection Report" as per Appendix 4.

### **4.3. Safety**

- 4.4.1. The Contractor is responsible for the administration, welfare and discipline of all Contractor personnel when on DND properties, whether directly employed by the Contractor or under sub-contract. The Contractor must ensure a safe work environment for its personnel while on a DND site. The Contractor must ensure that personnel are briefed on, and adhere to, all Federal and Provincial Statutes covering safety of personnel. Contractor personnel must be familiar with the content of the following publications:
  - a. CLC part II (Employer Responsibilities & Interpretation).

- b. COSH regulations:
  - a. (Part III) -Temporary Structures and Scaffold;
  - b. (Part XII) -Safety Materials and Fall Protection System
  - c. (Part XV) -Accident Reporting;
  - d. (Part VI) -Level of Lighting; and
  - e. (Part XVI) -First Aid.
  
- c. Treasury Board Standard 2 - 16 (DND Standards Ch. 6):
  - a. Fall Protection Systems.
  
- d. Treasury Board Standard 2 - 16 (DND Standards Ch. 14):
  - a. Elevated Work Structure Standards;
  - b. Departmental Responsibilities; and
  - c. Scaffolds.

#### **4.4. Safety Equipment**

4.4.2.All Contractor personnel must be in possession of individual safety equipment to include but not limited to:

- a. Safety Helmet;
- b. Safety Boots;
- c. Protective Eyewear; and
- d. Gloves.

4.4.3.Any and all accidents or incidents must be promptly reported to the TA.

#### **4.5. Amendments**

4.5.1.Revisions to this SOW will be accomplished by contract amendments.

## Appendix 1

### Radome Types and Locations

<u>Location (Site ID)</u>	<u>Radome Structure</u>	<u>Radome Type &amp; Number</u>	
GANDER - COASTAL (CCR)	SANDWICH	ESSCO	S57-73
GOOSE BAY - SARSAT	RIGID FIBREGLASS	N/A	22 FT
GOOSE BAY - ASR	SANDWICH	ESSCO	S38-82
SYDNEY - COASTAL (CCR)	SANDWICH	ESSCO	S57-73
MASSTOWN HWCI-02.1	METAL SPACE FRAME	ESSCO	M15-90-8200
GREENWOOD -ASR	SANDWICH	ESSCO	S38-82
GREENWOOD - PAR	AIR SUPPORT	CHEMFAB	9121D
SHEARWATER –PAR/SSR	AIR SUPPORT	CHEMFAB	33 FT
BARRINGTON – COASTAL(CCR)	SANDWICH	ESSCO	S57-73
BAGOTVILLE - PAR	AIR SUPPORT	CHEMFAB	9121D
BAGOTVILLE - ASR	SANDWICH	ESSCO	S38-82
LAC CASTOR - WX RDR	SANDWICH	TICON	18S12
LAC CASTOR - TCR	SANDWICH	ESSCO	S32-75-1
LAC CASTOR - SATCOM	AIR SUPPORT	CHEMFAB	9121D
VALCARTIER - WX RDR	RIGID FIBREGLASS	8 X 15	18 FT EQUATORIAL
TRENTON - ASR (M42 WTISS)	SANDWICH	ESSCO	S38-82
TRENTON - ASR (M42 ATESS)	SANDWICH	ESSCO	S38-82
TRENTON - TRADS (SILO)	RIGID FIBREGLASS	N/A	70478-00
LEITRIM - SRS (EAST)	METAL SPACE FRAME	ESSCO	M30-81-3210
LEITRIM - SRS (WEST)	METAL SPACE FRAME	ESSCO	M30-81-3218
LEITRIM - M12 (EAST)	METAL SPACE FRAME	ESSCO	M12-90-8200
LEITRIM - M12 (WEST)	METAL SPACE FRAME	ESSCO	M12-90-8200
SHIRLEY'S BAY M12	METAL SPACE FRAME	ESSCO	M12-90-8200
SHIRLEY'S BAY M12	METAL SPACE FRAME	ESSCO	M12-90-8200
SHILO - Unit #1	RIGID FIBREGLASS	8X15	18 FT EQUATORIAL
SHILO - Unit #2	RIGID FIBREGLASS	8X15	S18-85T
CHURCHILL - SARSAT	RIGID FIBREGLASS	N/A	22 FT
MOOSE JAW - TRACS	METAL SPACE FRAME	ESSCO	M42-86-6000
MOOSE JAW - PAR	AIR SUPPORT	CHEMFAB	9121D
COLD LAKE - PAR (AIRFIELD)	AIR SUPPORT	CHEMFAB	9121D
COLD LAKE - PLER JIMMY MET	SANDWICH	TICON	18S12
COLD LAKE - ASR AIRFIELD	SANDWICH	ESSCO	S38-82
42 RADAR – PLER TCR	SANDWICH	ESSCO	S32-75
42 RADAR - PLER SATCOM	AIR SUPPORT	CHEMFAB	9121D
EDMONTON - SARSAT	RIGID FIBREGLASS	N/A	22 FT
COMOX - ASR	SANDWICH	ESSCO	S38-82
HOLBERG - COASTAL (CCR)	SANDWICH	ESSCO	S57-73
ALDERGROVE HWCI-02.1	METAL SPACE FRAME	ESSCO	M15-90-8200

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<b><u>Location (Site ID)</u></b>	<b><u>Radome Structure</u></b>	<b><u>Radome Type</u></b>	<b><u>Radome Parts</u></b>
19 Wing Comox - 19 OSS/TF Lazo, B.C.	S57-73 Radome Panel, White	ESSCO	8545-R-110-C1
19 Wing Comox - 19 OSS/TF Lazo, B.C.	S57-73 Radome Panel, White	ESSCO	8545-R-111-C2
9 Wing Gander, CCR, Tower 1 Gander NL	S57-73 Radome Panel, White	ESSCO	8545-R-110-C1
9 Wing Gander, CCR, Tower 1 Gander NL	S57-73 Radome Panel, White	ESSCO	8545-R-111-C2
9 Wing Gander, CCR, Tower 1 Gander NL	S57-73 Radome Panel, White	ESSCO	8545-R-109-B
241, Lac Castor, St-Fulgence, QC	S32-75 Radome Panel, White	ESSCO	8560-11-B1A
241, Lac Castor, St-Fulgence, QC	S32-75 Radome Panel, White	ESSCO	8560-15-B2S
Cold Lake ,Alberta	S32-75 Radome Panel, White	ESSCO	8560-11-B1A
Cold Lake ,Alberta	S32-75 Radome Panel, White	ESSCO	8560-15-B2S
Canadian Coastal Radar Site Sydney NS	S57-73 Radome Panel, White	ESSCO	8545-R-110-C1
Canadian Coastal Radar Site Sydney NS	S57-73 Radome Panel, White	ESSCO	8545-R-109-B

**APPENDIX 2  
PREVENTIVE MAINTENANCE ACTIVITIES**

	Check Torque on 50 Sandwich Radome bolts Then Second 50 then all. As Required (2%	Torque Base Ring to	Inspect Lightning Rod; Rod Assy.; and Connections.	Check and repair Radome and Radome floor caulking	Inspect and repair booths to prevent rain	If required check and re-torque clusters and base ring bolts.	Inspect seal and paint the Radome	Replace the snow rope.	Inspect and Clean inside the Radome	Seal the Base Ring.	Inspect Radome flashing	Check Radome blower system operates properly	Check obstruction light for proper operation and replace bulb if
					<b>3 YEAR CYCLE</b>								
CHEMFAB All Types (9121D)			<b>X</b>					<b>X</b>	<b>X</b>	<b>X</b>		<b>X</b>	
TICON 18 S15 or 18 S12		<b>X</b>	<b>X</b>	<b>X</b>			<b>X</b>			<b>X</b>	<b>X</b>		<b>X</b>
ESSCO S38-82		<b>X</b>		<b>X</b>		<b>X</b>	<b>X</b>	<b>X</b>		<b>X</b>	<b>X</b>		<b>X</b>
ESSCO S32-75	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>				<b>X</b>		<b>X</b>			<b>X</b>
ESSCO S57-73	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>				<b>X</b>		<b>X</b>			<b>X</b>
ESSCO M42-86-6000	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>				<b>X</b>		<b>X</b>			<b>X</b>
TRADS 70478-00		<b>X</b>	<b>X</b>	<b>X</b>			<b>X</b>	<b>X</b>		<b>X</b>	<b>X</b>		

RIGID FIBREGLAS S 22 FT DIA.			X	X		X	X	X		X	X		X
ESSCO HWCI-02.1			X	X				X	X	X	X		X
SILLO 8x15		X	X	X			X	X		X	X		X

	Check Torque on 50 Sandwich Radome bolts Then Second 50 then all. As Required (2% spec)	Torque Base Ring to	Inspect Lightning Rod, Rod Assy. and Connections.	Check and repair Radome and Radome floor caulking	Inspect and repair booths to prevent rain or snow.	If required check and re-torque clusters and base ring bolts.	Inspect seal and paint the Radome	Replace the snow rope.	Inspect and Clean inside the Radome	Seal the Base Ring.	Inspect Radome flashing	Check Radome blower system operates properly	Check obstruction light for proper operation and replace bulb if necessary
ESSCO S18-85T	X	X	X	X						X	X		X
ESSCO M15-90-8200		X		X		X	X	X		X	X		X
					<b>1 YEAR CYCLE</b>								
ESSCO M12-90-8200				X	X	X					X		X
ESSCO M70-75-9008				X	X	X					X		X
ESSCO				X	X	X					X		X



## APPENDIX 3

### SIGN OFF CERTIFICATE

**STANDING ORDER NO.:**

**STATION NUMBER:**

**COMMITMENT NO.:**

**WORK SITE:**

**BY FIELD PARTY OF:**

**CONTRACTOR JOB NO.:**

#### PART 1.

1. This is to certify that the inspection and preventative maintenance has been performed at the site mentioned above, with the following exceptions:

- a.
- b.
- c.

2. One (1) sample radome has been inspected and repaired to a standard of good workmanship. Area is left clean and disposal made of all waste materials.

3. The completed radomes is therefore being handed over to \_\_\_\_\_ as completed effective \_\_\_\_\_.  
(Print Site Authority's Name)

Person Handing Over for Contractor: \_\_\_\_\_.

**PART 2.**

4. This is to acknowledge that the work carried out by the Contractor Field Party has been inspected, tested and accepted as having been carried out satisfactorily in accordance with the statements in paragraphs 1 and 2.

5. Exceptions checked off and initialled in para 1 will be contemplated by the TA.

**SITE AUTHORITY** \_\_\_\_\_.

**APPENDIX 4**

**RADOME INSPECTION REPORT**

<b>JOB NUMBER</b>					
<b>CUSTOMER</b>					
<b>CONTACT NAME AND TEL #</b>					
<b>SITE ADDRESS</b>					
<b>RADOME IDENTIFICATION</b>					
Structural Type					
Type and Number					
Location at Site					
Equipment Housed					
Serial Number					
Equatorial Diameter					
Total Height					
Type of Base or Column					
Floor Description					
Exterior Access (Base ring/Apex)					
<b>DESCRIPTION OF WORK:</b>					
<b>RADOME CONDITION</b>	<b>BEFORE WORK</b>	<b>PHOTOS?</b>	<b>AFTER WORK</b>	<b>PHOTOS?</b>	<b>NOTES</b>
Cluster Caps					
Paint/Surface					
Caulking					
Panel Condition					
Hazard Lights					
Lightning Rod					
Snow/Access Rope					
Base Ring					
Photocell					
Panel to Panel Hardware					
Vertices Hardware					
Base Ring Hardware					
Torque Test (Yes or No)					
Interior Lighting					
Other Accessories					
<b>WEATHER CONDITIONS: DURING WORK TASKS</b>	<b>TEMPERATURE</b>		<b>PRECIPITATION</b>		<b>WIND SPEED</b>
DAY 1:					
DAY 2					
DAY 3					
<b>MATERIAL USED</b>	<b>BRAND NAME</b>		<b>BATCH NUMBER</b>		<b>QUANTITY</b>
Paint					
Caulking					
Soap					
Bulbs					
<b>COMMENTS:</b>					
<b>RADOME INSPECTED BY:</b>			<b>DATE:</b>		

## ANNEX B

### BID EVALUATION MATRIX

#### RADOME PREVENTIVE AND ADDITIONAL MAINTENANCE SERVICES COMPLIANCE TABLE

<b>Number</b>	<b>Description</b>	<b>Not Met</b>	<b>Met</b>	<b>Comments</b>
1	The Contractor must have five (5) years' experience, in the last ten, on Appendix 1 Radomes they are to maintain.			
2	The Contractor's technicians must have three (3) years' experience, in the last five (5) on Appendix 1 Radomes they are to maintain. New installations are not applicable.			
3	The Contractor's technicians must have a SECRET security clearance to access the sites.			



The Contractor will be paid an hourly rate for Additional Maintenance activities as detailed in the Statement of Work and authorized by a Task Authorization.

Any materiel required to complete Additional Maintenance tasks will be reimbursed on a cost plus mark-up basis.

<b>ADDITIONAL</b>	<b>MAINTENANCE</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Option Year 1</b>	<b>Option Year 2</b>
<b>ITEM #</b>		Rate	Rate	Rate	Rate	Rate
17	Supervisor Hourly Rate					
18	Technician Hourly Rate					
19	Materiel Mark-up					

The Additional Maintenance Bid Price equals Total year 1 + Year 2 + Year 3 + Option Year 1 + Option Year 2.

The Bid Price is a total of Preventive Maintenance and Additional Maintenance Prices.

## ANNEX D

### SECURITY REQUIREMENTS CHECK LIST



Government of Canada  
Gouvernement du Canada

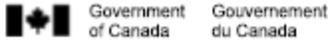
Contract Number / Numéro du contrat W8485-216266
Security Classification / Classification de sécurité Unclas

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

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**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?  
If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité :  No / Non  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?  
Short Title(s) of material / Titre(s) abrégé(s) du matériel :  No / Non  Yes / Oui  
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 type="checkbox"/> RELIABILITY STATUS COTE DE HABILITE	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input checked="" type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS	Special comments: Commentaires spéciaux : _____		

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.  
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?  No / Non  Yes / Oui  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté?  No / Non  Yes / Oui

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

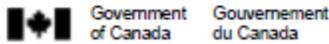
**INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)**

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?  No / Non  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?  No / Non  Yes / Oui

Security Classification / Classification de sécurité Unclass
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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.

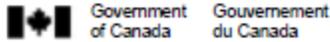
For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.  
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans 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 Secret	COSMIC Top Secret COSMIC Très Secret	Protected Protégé			Confidential Confidentiel	Secret	Top Secret Très Secret
											A	B	C			
Information / Assets Renseignements / Biens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature 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.
12. b) Will the document attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui
- If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

Security Classification / Classification de sécurité Unclas
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Contract Number / Numéro du contrat W8485-216266
Security Classification / Classification de sécurité Unclas

PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
<b>13. Organization Project Authority / Chargé de projet de l'organisme</b>			
Name (print) - Nom (en lettres moulées) Gary Larin	Title - Titre Radome LCMM R&CS 4-4-2-4	Signature LARIN, GARY 137	Digitally signed by LARIN, GARY 137 Date: 2020.10.30 11:24:11 -04'00'
Telephone no. - N° de téléphone	Facsimile - Télécopieur	E-mail address - Adresse courriel gary.larin@forces.gc.ca	Date 2020-10-30
<b>14. Organization Security Authority / Responsable de la sécurité de l'organisme</b>			
Name (print) - Nom (en lettres moulées) Sasa Medjovic	Title - Titre Senior security analyst	Signature MEDJOVIC SASHA 234	Digitally signed by MEDJOVIC, SASHA 234 Date: 2020.10.30 11:24:11 -04'00'
Telephone no. - N° de téléphone 613-996-0286	Facsimile - Télécopieur	E-mail address - Adresse courriel sasa.medjovic@forces.gc.ca	Date
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
<b>16. Procurement Officer / Agent d'approvisionnement</b>			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature HEIN, ALEXANDRE 160	Digitally signed by HEIN, ALEXANDRE 160 Date: 2020.11.23 08:21:02 -05'00'
Telephone no. - N° de téléphone	Facsimile - Télécopieur	E-mail address - Adresse courriel	Date
<b>17. Contracting Security Authority / Autorisé contractante en matière de sécurité</b>			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature Lecompte, Denis	Digitally signed by Lecompte, Denis Date: 2020.11.23 08:21:02 -05'00'
Telephone no. - N° de téléphone	Facsimile - Télécopieur	E-mail address - Adresse courriel	Date

**Denis Lecompte**  
Contract Security Program / Programme de la sécurité des contrats  
Defence Organization Security Services / Services de la sécurité industrielle des organisations  
Defence Security Sector / Secteur de la sécurité industrielle  
Public Services and Procurement Canada / Services publics et de l'approvisionnement  
949 963-1890  
Denis.Lecompte@psg-psg.gc.ca

Security Classification / Classification de sécurité Unclas
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## ANNEX E

### TASK AUTHORIZATION FORM

 National Defence / Défense nationale		<b>TASK AUTHORIZATION</b> <b>AUTORISATION DES TÂCHES</b>	
		Contract no. - N° du contrat _____ Task no. - N° de la tâche _____	
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.			
Amendment no. - N° de la modification	Increase/Decrease - Augmentation/Réduction	Previous value - Valeur précédente	
To - À	<b>TO THE CONTRACTOR</b> 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.  <b>À L'ENTREPRENEUR</b> 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 location - Expédié à	Date _____ _____ for the Department of National Defence / pour le ministre de la Défense nationale		
Delivery/Completion date - Date de livraison/d'achèvement			
Contract item no. / N° d'article du contrat	Services	Cost / Prix	
		GST/HST / TPS/TVH	
		Total	
APPLICABLE ONLY TO PW&GC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract. NE S'APPLIQUE QU'ÀUX 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.			
for the Department of Public Works and Government Services / pour le ministre des Travaux publics et services gouvernementaux			

## **ANNEX F**

### **PART 3 OF THE BID SOLICITATION**

#### **ELECTRONIC PAYMENT INSTRUMENTS**

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

- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);

## ANNEX G

### PART 5 OF THE BID SOLICITATION

#### FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\)-Labour's](#) website.

Date: \_\_\_\_\_ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- A1. The Bidder certifies having no work force in Canada.
- A2. The Bidder certifies being a public sector employer.
- A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

- A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

**OR**

- A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity](#) (LAB1168) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- B1. The Bidder is not a Joint Venture.

**OR**

- B2. The Bidder is a Joint Venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)