



Royal Canadian Gendarmerie royale  
Mounted Police du Canada

**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS A :**

Bid Receiving/Réception des soumissions

**Sol #:** M298900441

**Attn:** Summer Wong

**Email:** [E\\_Pacific\\_Bids@rcmp-grc.gc.ca](mailto:E_Pacific_Bids@rcmp-grc.gc.ca)

**REQUEST FOR  
PROPOSAL**

**DEMANDE DE  
PROPOSITION**

Proposal to: Royal Canadian Mounted Police

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

Proposition aux : Gendarmerie royale du 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 appendices ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments: - Commentaries :

THIS DOCUMENT CONTAINS A SECURITY  
REQUIREMENT

LE PRÉSENT DOCUMENT COMPORTE UNE  
EXIGENCE EN MATIÈRE DE SÉCURITÉ

<b>Title – Sujet</b> <b>Back-Up Power Generator</b> <b>Maintenance, Supply and Repair in</b> <b>British Columbia</b>		<b>Date</b> June 16 2021
<b>Solicitation No. – N° de l'invitation</b> M298900441		
<b>Client Reference No. - No. De Référence du Client</b>		
<b>Solicitation Closes – L'invitation prend fin</b>		
<b>At /à :</b>	14 :00	PDT(Pacific Daylight Time) HAP (heure avancée du Pacifique)
<b>On / le :</b>	July 27 2021	
<b>Delivery - Livraison</b> See herein — Voir aux présentes	<b>Taxes - Taxes</b> See herein — Voir aux présentes	<b>Duty – Droits</b> See herein — Voir aux présentes
<b>Destination of Goods and Services – Destinations des biens et services</b> See herein — Voir aux présentes		
<b>Instructions</b> See herein — Voir aux présentes		
<b>Address Inquiries to –</b> <b>Adresser toute demande de renseignements à</b> Summer Wong Senior Procurement Officer		
<b>Telephone No. – No. de téléphone</b> 236-330-4281		<b>Facsimile No. – No. de télécopieur</b>
<b>Delivery Required –</b> <b>Livraison exigée</b> See herein — Voir aux présentes		<b>Delivery Offered –</b> <b>Livraison proposée</b>
<b>Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:</b>		
<b>Telephone No. – No. de téléphone</b>		<b>Facsimile No. – No. de télécopieur</b>
<b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) – Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>		
<b>Signature</b>		<b>Date</b>



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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

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

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

The Annexes include the Statement of Work, the Basis of Payment, the Security Requirements Checklist, the Certification of Independent Bid Determination, the Federal Contractors Program for Employment Equity - Certification, the Insurance Requirements, the Task Authorization Form 572.

### **1.2 Summary**

The RCMP E-Division Radio Technology Program requires a contractor to supply, maintain, install and configure a variety of diesel and gasoline back-up generators, transfer switches and associated components used to provide back-up power in support of everyday police operations and land mobile radio stations in approximately 40 locations across the Province of British Columbia. In addition to the service work, the RCMP also requires the contractor to serve as an installer, and the supplier for related goods, including but not limited to generators (mobile and fixed), generator-sets, fuel tanks, transfer switches, and ancillary parts and supplies.

The contract period is for two years with additional three one-year renewal options.

- 1.2.1 There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, 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. Please note, the above website is specific to PWGSC requirements and processes may differ from RCMP requirements.
- 1.2.2 This bid solicitation is to establish a contract with task authorizations (TA) for the delivery of the requirement detailed in the bid solicitation, to the Identified Users across Canada, including areas subject to Comprehensive Land Claims Agreements.



### 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 Recourse Mechanisms

If you have any concerns relating to the procurement process, please refer to the [Recourse Mechanisms](#) page on the Buyandsell.gc.ca website. Please note that there are strict deadlines for filing complaints with the Canadian International Trade Tribunal (CITT) or the [Office of the Procurement Ombudsman \(OPO\)](#).

<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/bid-follow-up/bid-challenge-and-recourse-mechanisms>

<http://opo-boa.gc.ca/plaintesurvol-complaintoverview-eng.html>

## 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>) issued by Public Works and Government Services Canada.

Revision to Departmental Name: As this solicitation is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

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

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

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days  
Insert:120 days

### 2.2 Submission of Bids

Bids must be submitted only to RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

NOTE: The RCMP has not been approved for bid submission by epost Connect service.

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



## 2.3 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.

## 2.4 Applicable Laws

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

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

## 2.5 Promotion of Direct Deposit Initiative

The following information is not related to the solicitation process:

An initiative within the Government of Canada called the Cheque Standardization Project has been established whereby eventually for all payments, cheque stubs will no longer be printed and, with few exceptions, will be processed via direct deposit. This option is only available when payment is made in Canadian dollars for deposit into a Canadian bank account. In an attempt to be proactive, RCMP Corporate Accounting is promoting the registration of RCMP suppliers for the upcoming change in the payment process.

If you are the successful bidder on this or any other RCMP requirement, you are encouraged to register with the RCMP for direct deposit. Please contact RCMP Corporate Accounting by email to receive a form entitled *Recipient Electronic Payment Registration Request* along with instructions for completion of the form.

Should you have any questions regarding the Cheque Standardization Project or if you want to register, please contact the following email: [corporate\\_accounting@rcmp-grc.gc.ca](mailto:corporate_accounting@rcmp-grc.gc.ca)

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

Canada requests that the Bidder submit its complete **email** bid in separately saved and attached sections as follows:

**Section I: Technical Bid** (one soft copy in PDF format)

**Section II: Financial Bid** (one soft copy in PDF format)



### **Section III: Certifications (one soft copy in PDF format)**

#### **Important Note:**

For bids transmitted by email, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:

- a. receipt of garbled or incomplete bid;
- b. delay in transmission or receipt of the bid to the Contracting Authority's email inbox (the date & time on the email received by the Contracting Authority is considered the date & time of receipt of the bid submission);
- c. availability or condition of the receiving equipment;
- d. incompatibility between the sending and receiving equipment;
- e. delay in transmission or receipt of the bid;
- f. failure of the Bidder to properly identify the bid;
- g. illegibility of the bid; or
- h. security of bid data.

A bid transmitted electronically constitutes the formal bid of the Bidder and must be submitted in accordance with Section 05 of 2003 (2020-05-28) Standard Instructions - Goods or Services - Competitive Requirements.

The RCMP has restrictions on incoming e-mail messages. The maximum e-mail message size including all file attachments must not exceed 5MB. Zip files or links to bid documents will not be accepted. Incoming e-mail messages exceeding the maximum file size and/or containing zip file attachments will be blocked from entering the RCMP e-mail system. A bid transmitted by e-mail that gets blocked by the RCMP e-mail system will be considered not received. It is the responsibility of the Bidder to ensure receipt.

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid. If both a soft copy and hard copy of the bid are received and there is a discrepancy between the wordings, the wording of the hard copy will have priority over the wording of the soft copy.

Canada requests that bidders follow the format instructions described below in the preparation of their hard copy bid:

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

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



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

### **Section I: Technical Bid**

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

### **Section II: Financial Bid**

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

- 3.1.1** Bidders must submit their financial bid in accordance with Annex "B". The information provided in Annex "B" will be used for financial evaluation specified in 4.1.2.

#### **3.1.2 Exchange Rate Fluctuation**

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

### **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**

Bids will be evaluated in accordance with the mandatory technical criteria attached at Annex G. Bids failing to meet any one of the mandatory technical criteria will be deemed non-compliant and given no further consideration.





## 4.1.2 Financial Evaluation

### 4.1.2.1 Mandatory Financial Criteria

Bidder must complete Annex "B" Basis of Payment in the format required, or the financial proposal shall not be considered further for evaluation.

The financial bid information will be evaluated based on the following instructions. The inclusion of volumetric data in this document does not represent a commitment by Canada that Canada's future usage of the services described will be consistent with this data

- a) Part I Regular Maintenance Cost: Summation of all maintenance cost across enlisted locations during contract and option periods.
- b) Part II: **For evaluation purpose only**, the following assumed usages will be applied on Bidder's Markup cost for each of the years. Summation of Materials/ Parts/ Supplies and Diesel Fuel costs for the contract and option periods.

Materials/ Parts/ Supplies: \$25,000 for contract period up to December 31 2022.  
\$15,000 for each option year

Diesel Fuel for tank top-ups: 5000 liters at \$1.4/L for contract period up to December 31 2022  
3500 liters annually at \$1.4/ L for each option year

- c) Part III: **For evaluation purpose only**, the following assumed labour hours will be applied in each labour category for the entire 4-year period. Summation of both labour costs for a 5-year period.

Other services during regular work hours: 200 hours during contract period up to December 31 2022

Other services during non-regular work hours: 80 hours during contract period up to December 31 2022

Other services during regular work hours: 120 hours/ option year  
Other services during non-regular work hours: 40 hours/ option year

- d) Aggregate total of Part I, Part II, and Part III cost amount. The financial evaluation will be based on the aggregate total.



### Aggregate Total of Final Bid Price

	<b>Contract Period Up to December 2022</b>	<b>Year 3 (1<sup>st</sup> Option Year)</b>	<b>Year 4 (2<sup>nd</sup> Option Year)</b>	<b>Year 5 (3<sup>rd</sup> Option Year)</b>
<b>Part I Bid Price (Annual Service Estimate)</b>				
<b>Part II Materials/ Parts/ Supplies</b>	\$25,000 + Proposed Mark Up% in contract period	\$15,000 + Proposed Mark Up% in Year 3	\$15,000 + Proposed Mark Up% in Year 4	\$15,000 + Proposed Mark Up% in Year 5
<b>Part II Generator Diesel Fuel</b>	(5000 L x \$1.4L) + Proposed Mark Up% in contract period	(3500 L x \$1.4L) + Proposed Mark Up% in Year 3	(3500 L x \$1.4L) + Proposed Mark Up% in Year 4	(3500 L x \$1.4L) + Proposed Mark Up% in Year 5
<b>Part III Hourly Labour Rate (Regular Work Hours <u>(7am-6pm Monday to Friday)</u>)</b>	200 hrs x Proposed Regular Hourly Rate in contract period	120 hrs x Proposed Regular Hourly Rate in Year 3	120 hrs x Proposed Regular Hourly Rate in Year 4	120 hrs x Proposed Regular Hourly Rate in Year 5
<b>Part III Hourly Labour Rate Non- Regular Hours (All work hours not fall within “Regular Work Hours”)</b>	40 hrs x Proposed Non-Regular Hourly Rate in contract period	40 hrs x Proposed Non-Regular Hourly Rate in Year 3	40 hrs x Proposed Non-Regular Hourly Rate in Year 4	40 hrs x Proposed Non-Regular Hourly Rate in Year 5

SACC Manual Clause [A0220T](#) (2014-06-26), Evaluation of Price-Bid.

## 4.2 Basis of Selection

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

## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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



## 5.1 Certifications Precedent to Contract Award and Additional Information

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

### 5.1.1 Integrity Provisions

In accordance with the section titled Information to be provided when bidding, contracting, or entering into a real property agreement subject to 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:

- Declaration of Convicted Offences - Integrity Declaration Form (as applicable)
- Required Documentation (List of names for integrity verification form)

Please see the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaires-forms-eng.html) website for further details (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaires-forms-eng.html>).

### 5.1.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

### 5.1.3 Additional Certifications Precedent to Contract Award

#### 5.1.3.1 Independent Bid Determination

The attached Certificate of Independent Bid Determination (attached Annex "D") has been developed by the federal Competition Bureau for use by the Contracting Authority when calling for bids, tenders or quotations. The intention of this documentation is to deter bid-rigging by requiring bidders to disclose, to the Contracting Authority, all material facts about any communications and arrangements which the bidder has entered into with competitors regarding the call for tenders.

#### 5.1.3.2 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:

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

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

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

## Former Public Servant in Receipt of a Pension

As per the above definitions, is the 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:

- a. name of former public servant;
- b. 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:



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

#### **5.1.3.3 Status and Availability of Resources**

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

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

#### **5.1.3.4 Education and Experience**

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

### **PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS**

#### **6.1 Security Requirements**

1. Before award of a contract, the following conditions must be met:



- (a) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
  - (b) 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 of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website. Please note, the above website is specific to PWGSC requirements and processes may differ from RCMP requirements.

## **6.2 Insurance Requirements**

The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in Annex "E".

If the information is not provided in the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

## **PART 7 - RESULTING CONTRACT CLAUSES**

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

### **7.1 Statement of Work**

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

#### **7.1.1 Optional Goods and/or Services**

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex "A" of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

#### **7.1.2 Task Authorization**

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



#### 7.1.2.1 Task Authorization Process

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.

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

1. The Technical Authority will provide the Contractor with a description of the task using the "Task Authorization Form for non-DND clients" or "DND 626, Task Authorization Form" or "Task Authorization" form specified in Annex F.
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 4 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.

#### 7.1.2.2 Task Authorization Limit

The Technical Authority may authorize individual task authorizations up to a limit of \$10,000, Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Technical Authority and the Contracting Authority before issuance.

#### 7.1.2.3 Minimum Work Guarantee - All the Work - Task Authorizations

In this clause,

"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and

"Minimum Contract Value" means \$10,000.

Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.

In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.



Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

## **7.2 Standard Clauses and Conditions**

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

Revision to Departmental Name: As this contract is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

### **7.2.1 General Conditions**

[2035 \(2020-05-28\)](#), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

## **7.3 Security Requirements**

**7.3.1** The following security requirements (SRCL and related clauses) apply and form part of the Contract.

- a. FA02 - Escort required at all times while on RCMP premises;
- b. Contractors requiring access to electrical rooms, LAN rooms must be escorted by a knowledgeable escort;
- c. Contractors lacking RCMP ERS clearance may not view, possess RCMP Protected or Classified information;
- d. The OIC / NCO is responsible to remind staff that doors providing access to restricted areas are kept secure when contractors are working in the detachment.

## **7.4 Term of Contract**

### **7.4.1 Period of the Contract**

The period of the Contract is from date of Contract for two years.

### **7.4.2 Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three 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 10 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.





### 7.4.3 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Contract.

## 7.5 Authorities

### 7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Summer Wong  
Title: Senior Procurement Officer  
Royal Canadian Mounted Police  
Directorate: Procurement and Contracting Unit  
Address: 14200 Green Timbers Way Surrey BC V3T6P3

Telephone: 236-330-4281  
E-mail address: summer.wong@rcmp-grc.gc.ca

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

### 7.5.2 Technical Authority

The Technical Authority for the Contract is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
E-mail address: \_\_\_\_\_

The Technical 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 Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### 7.5.3 Contractor's Representative

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_



E-mail address: \_\_\_\_\_

## **7.6 Proactive Disclosure of Contracts with Former Public Servants**

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

## **7.7 Payment**

### **7.7.1 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 "B".

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

No increase in the liability of Canada or in the price of the Work specified in the authorized 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.

### **7.7.2 Limitation of Expenditure**

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ \_\_\_\_\_. Customs duties are \_\_\_\_\_ included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - a. when it is 75 percent committed, or
  - b. four (4) months before the contract expiry date, or
  - c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### **7.7.3 Multiple Payments**

Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract 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;
- c. the Work delivered has been accepted by Canada.

#### **7.7.4 Time Verification**

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

### **7.8 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.
2. 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.
3. Invoices must be distributed as follows:
  - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

### **7.9 Certifications and Additional Information**

#### **7.9.1 Compliance**

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

### **7.10 Applicable Laws**

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



## 7.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2020-05-28);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Security Requirements Check List;
- (f) Annex E, Insurance Requirements;
- (g) the signed Task Authorizations (including all of its annexes, if any));
- (h) the Contractor's bid dated \_\_\_\_\_, (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award:* ", as clarified on \_\_\_\_\_ " **or** ",as amended on \_\_\_\_\_ " *and insert date(s) of clarification(s) or amendment(s)*).

## 7.12. Procurement Ombudsman

### 7.12.1 Dispute Resolution Services

The Parties agree to make every reasonable effort, in good faith, to settle amicably all disputes or claims relating to or arising from the Contract, through negotiations between the Parties' representatives authorized to settle. If the Parties do not reach a settlement within 30 working days, each party hereby consents to fully participate in and bear the cost of mediation led by the Procurement Ombudsman pursuant to Subsection 22.1(3)(d) of the *Department of Public Work and Government Services Act* and Section 23 of the *Procurement Ombudsman Regulations*.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169, by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).

### 7.12.2 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by the complainant respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met.

To file a complaint, the Office of the Procurement Ombudsman may be contacted by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), by telephone at 1-866-734-5169, or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).

## 7.13 Insurance – Specific Requirements

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

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



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

#### **7.14 SACC Manual Clauses**

- 7.14.1** SACC Manual clause A9065C (2006-06-16) Identification Badge
- 7.14.2** SACC Manual clause A9068C (2010-01-11) Government Site Regulations
- 7.14.3** SACC Manual clause B9028C (2007-05-25) Access to Facilities and Equipment
- 7.14.4** SACC Manual clause B1501C (2006-06-16) Electrical Equipment
- 7.14.5** SACC Manual clause B1006C (2014-06-26) Condition of Material
- 7.14.6** SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)
- 7.14.7** SACC Manual clause A2001C (2006-06-16) Foreign Nationals (Foreign Contractor)



## **ANNEX “A” - STATEMENT OF WORK**

### **Back-Up Power Generator Maintenance, Supply and Repair in British Columbia**

#### **1.0 BACKGROUND**

The RCMP E-Division Radio Technology Program has approximately forty (40) diesel and gasoline back-up power generators across the Province of British Columbia (B.C.). These generators must be maintained annually, and when required, to guarantee reliable operations in support of everyday police operations and land mobile radio stations.

#### **2.0 OBJECTIVES**

The objective of this requirement is to secure a maintenance, repair, and supply contract for existing and future back-up power generator systems in use at various RCMP locations across the Province of British Columbia.

#### **3.0 SCOPE OF WORK**

The RCMP E-Division Radio Technology Program requires a contractor to supply, maintain, install and configure a variety of diesel and gasoline back-up generators, transfer switches and associated components used to provide back-up power in support of everyday police operations and land mobile radio stations located across the Province of British Columbia. In addition to the service work, the RCMP also requires the contractor to serve as an installer, and the supplier for related goods, including but not limited to generators (mobile and fixed), generator-sets, fuel tanks, transfer switches, and ancillary parts and supplies.

There will only be a portion of the first year's maintenance available due to the limited time frame for site access.

#### **4.0 TECHNICAL SPECIFICATION**

- 4.1** The Contractor must provide all supplies, labour, materials, equipment, and all the necessary transportation to and from all RCMP land mobile radio sites (including 4x4 truck, flatbed truck/trailer, truck mounted knuckle boom crane, snowmobile, and all-terrain vehicles), for accessing rough mountainous roads and transporting generators, fuel and supplies.
- 4.2** The Contractor must conform to standard CAN/CSA-C282-05 “Emergency Electrical Power Supply for Buildings” and can be found at this website – <https://www.csa.org/store/product/CAN%CSA-C282-05>. This Standard applies to the design, installation, operation, maintenance, and testing of emergency generators and associated equipment for providing an emergency power supply to electrical loads in buildings and facilities when the normal power supply fails and an emergency power supply is required by the National Building Code of Canada (NBC).
- 4.3** The Contractor must be capable of accessing various locations and performing the required work without RCMP guidance, as detailed in Appendix ‘A’, “Generator List and Location”.
- 4.4** All work must be performed annually at minimum, in accordance with RCMP standards, as detailed in Appendix ‘B’ and ‘C’ of the RCMP Generator Contract Appendix.
- 4.5** The Contractor must provide the services required to perform scheduled maintenance as per



Section 6.0 and 7.0 as well as any un-scheduled repairs/services requested by RCMP.

- 4.6 The Contractor must be responsible for providing on-site supervision of his personnel and be responsible for their safety and the work performed.
- 4.7 The RCMP will monitor and/or inspect work to ensure it meets the statement of work and to ensure quality. Any noted deficiencies must be corrected at no additional cost to the RCMP.
- 4.8 For all sites that require annual maintenance, all maintenance shall be completed by September 30 of each year unless otherwise authorized in writing by the Technical Authority (or their delegate). Any additional service work requested must be completed within 30 days of the request, or as otherwise negotiated. The September 30 date is set as many of the locations become inaccessible due to snow accumulation.
- 4.9 Upon completion of any maintenance or repairs at each location, a report on the performance and status of the equipment must be provided to the Technical Authority (or their delegate) within 30 days of the work, as detailed in Appendix 'B' and 'C' of the RCMP Generator Contract Appendix.
- 4.10 All equipment must be maintained at its originally installed location (site). If any work requires removal of equipment (such as an engine overhaul), the work must be pre-approved in writing by the Technical Authority (or their delegate).

## **5.0 ANNUAL MAINTENANCE PROGRAM**

- 5.1 In the execution of the services, and to minimize transportation and accommodation costs, the contractor must when viable perform maintenance to sites in close proximity to one-another, in consultation with the Technical Authority (or their delegate), or as otherwise negotiated.
- 5.2 In the event, weather, road or other like conditions prevent site access; the contractor must report such status immediately to the Technical Authority (or their delegate).
- 5.3 The RCMP reserves the right to add, remove, or modify sites listed in Appendix 'A', in the RCMP Generator Contract Appendix.

## **6.0 TEST AND INSPECTIONS**

- 6.1 For each on-site maintenance visit, the Contractor must inspect the generator and all ancillary equipment for visible signs of leaks, over-heating, damage, and other potential problems. A comprehensive checklist should be used so individual inspections are not missed.
- 6.2 For each Annual Preventive Maintenance the tests and checks conducted must include but not limited to:
  - a) General inspection
  - b) Lubrication Service
  - c) Cooling System Service
  - d) Fuel System Service
  - e) Starting Batteries Service
  - f) Generator Set Exercise
  - g) Transfer Panel Test



## 7.0

### **MAINTENANCE REQUIREMENT**

7.1 The Contractor must provide the following parts and services:

- a) replace the fan belt (Original Equipment Manufacturer only) at each annual maintenance
- b) if applicable, check the glow plugs in cylinder head and replace if necessary
- c) inspect the condition of all fuel lines and filter, at each annual maintenance and replace fuel filter with Original Equipment Manufacturer with Racor 2-micron type or equivalents.
- d) replace fuel lines every three (3) years, or as recommended by the contractor and approved the RCMP Technical Authority (or their delegate).
- e) inspect condition of starter battery :
  - clean terminals
  - check electrolyte levels and top up with distilled water as required
  - verify proper charge float Voltage
  - load-test battery during engine over-crank shutdown by monitoring battery voltage during cranking and record the voltage near end of crank cycle
- f) inspect all electrical connections, clean and tighten as necessary
- g) inspect the exhaust system including rain/weather cap
- h) inspect the generator air filter(s) and replace as necessary
- i) inspect and test the generator room ventilation equipment, replace any filters as required
- j) inspect the condition of the fuel tank and fuel by performing a fuel "Clear Test" as per CAN/CSA-282-05. If required, top-up tank (to full) with fresh fuel. If the test fails, the Technical Authority (or their delegate) must be advised as soon as possible.
- k) inspect the condition of engine coolant. Drain, flush and replace the coolant as required (-50c to +60c coolant range required). Replace coolant hoses every three (3) years, or as recommended by the contractor or requested by the RCMP.
- l) replace the engine oil and oil filters (Original Equipment Manufacturer only) at each annual Maintenance
- m) oil and/or lubricate moving parts as per manufacturer recommendations
- n) inspect all heaters, including any generator room HVAC heaters, vents, fans, and diesel fuel-line heaters, if applicable
- o) check operating pressure of fuel transfer pump
- p) perform generator run-up as per manufacturer recommendations. Verify all modes of operation and check for correct instrument indications. Confirm emergency shutdown operation and proper voltage regulator operation
- q) verify that generator automatically starts and takes the load upon failure of





supply voltage

- r) perform generator load tests (no-load, site-load, and rated-load with artificial load-bank)
- s) upon departure from site, ensure all equipment (generator and automatic transfer switch) is in automatic standby mode
- t) for annual maintenance, perform all adjustments and/or repairs as detailed in Appendix 'B' and 'C' of the RCMP Generator Contract Appendix, and provide the Technical Authority (or their delegate) a written report of work within 14 days of completing the work.

## **8.0 MATERIALS AND SUPPLIES**

All materials supplied by the Contractor must be pre-approved in writing by the Technical Authority (or their delegate) to ensure quality and compatibility standards are met.

## **9.0 FUEL DELIVERY**

The Contractor is required to deliver fresh fuel and remove and dispose of any old or contaminated fuel. The Contractor must deliver and remove fuel using supplier trucks that are equipped with two (2), 1000 litre (max) tanks. One tank will contain the fresh fuel, while the second empty tank will be used for removing the old or contaminated fuel, if necessary. All removed old or contaminated fuel must be transported from the site and disposed of in accordance with local rules and regulations. Any associated costs for fuel delivery and disposal are to be covered under the fuel cost markup.

## **10.0 NEW INSTALLATIONS and OTHER UNSCHEDULED WORKS**

For all new installations the Contractor must supply various types and sizes of gas and diesel generators, electrical transfer panels, fuel tank types (portable or stationery), and other related parts (such as fuel level sensors), at the agreed markup rate specified by contract. These additional works and services must be pre-authorized by Technical Authority through Task Authorization Process. Scheduled annual maintenance as specified herein would not require a Task Authorization.

## **11.0 HEALTH AND SAFETY**

- 11.1 To ensure the health and safety of personnel involved with any project, the Contractor and applicable personnel must observe and perform all work in accordance with all applicable National, Provincial, and/or Municipal rules, regulations and standards. This include rules and regulations that are applicable to the RCMP such as those under the Canada Labour Code, as well as rules and regulations that may only be applicable to the Contractor such as Workers Compensation Board (WCB) requirements.
- 11.2 The RCMP reserves the right to have the Contractor comply with any other rules or policies that may be developed in order to protect the safety of the RCMP employees and assets.

## **12.0 ENVIRONMENTAL**

The Contractor must be fully aware of and abide by government environmental policies and standards on the delivery, handling and disposal of gasoline, diesel fuel, engine oil, anti-freeze, and any other related contaminants or debris.



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**13.0 TRAVEL AND LODGING**

Travel expenses are paid in accordance with Annex "B" Basis of Payment. The location of lodging shall take into account the distance and time required to travel to each respective work-site.

**14.0 RCMP SUPPORT**

The Technical Authority (or their delegate) shall provide the following as required to the Contractor:

- Directions to land mobile sites
- A local point-of-contact for land mobile sites

**15.0 LANGUAGE OF WORK**

The work shall be performed in English, both written and oral.



## ANNEX “B” - BASIS OF PAYMENT

(NOTE: As part of Financial Evaluation, Bidders must complete ALL three Parts of Annex “B” Basis of Payment in order to be evaluated in accordance with Part 4, 4.1.2)

Prices (GST extra) shall be firm as presented below. All prices must be quoted in Canadian currency.

### Part I: Regular Maintenance Fee:

The maintenance fee includes Sections 5, 6, 7, 8, and 9 of Annex A, including **labour, travel, meals, incidentals, old fuel removal and disposal, and fresh fuel delivery (excluding fuel cost)**. Accommodations are only to be reimbursed when utilized and are to be supported with original accommodation receipts. The location of lodging shall take into account the distance and time required to travel to each respective work-site.

				Contract period up to Dec 31 2022	Year 3 (1 <sup>st</sup> Option Year )	Year 4 (2 <sup>nd</sup> Option Year)	Year 5( 3 <sup>rd</sup> Option Year)
Ref #	Site	Nearest City	District	Fixed Maintenance Cost Per Site	Fixed Maintenance Cost Per Site	Fixed Maintenance Cost Per Site	Fixed Maintenance Cost Per Site
1	Elk Falls	Campbell River	Island	\$	\$	\$	\$
2	Bruce Peak	Salt Spring Island	Island				
3	Horne Mt	Port Alberni	Island				
4	Lerwick Road	Courtenay	Island				
5	Mobile Unit	Nanaimo	Island				
6	Seven Hills	Port Hardy	Island				
7	Mobile Unit	Nanaimo	Island				



8	PRTC	Chilliwack	LMD				
9	PRTC	Chilliwack	LMD				
10	Mobile Unit	Chilliwack	LMD				
11	Mobile Unit	Chilliwack	LMD				
12	Alice Lake	Squamish	LMD				
13	Ross Road	Abbotsford	LMD				
14	Bear Mt	Dawson Creek	North				
15	Fort Fraser	Fort Fraser	North				
16	Hays Mt	Prince Rupert	North				
17	Milburn Mt	Quesnel	North				
18	Murray Ridge	Fort St James	North				
19	Pilot Mt	Prince George	North				
20	Taylor	Fort St John	North				
21	Wabi Mt	Chetwynd	North				
22	Mobile Unit	Prince George	North				
23	Smokey Mt	Williams Lake	North				
24	Timothy Mt	Lac La Hache	North				
25	Baker Mt	Cranbrook	Southeast				



M Mounted Police du Canada							
26	Beaconsfield	Penticton	Southeast				
27	Black Night	Kelowna	Southeast				
28	Commonage	Vernon	Southeast				
29	Dufferin Hill	Kamloops	Southeast				
30	Iron Mt	Merritt	Southeast				
31	Kobau	Osoyoos	Southeast				
32	Lolo Mt	Kamloops	Southeast				
33	Midgeley Mt	Creston	Southeast				
34	Phoenix Mt	Grand Forks	Southeast				
35	Red Mt	Rossland	Southeast				
36	Rock Creek	Rock Creek	Southeast				
37	Scaia Mt	Nakusp	Southeast				
38	Slocan Mt	Nelson	Southeast				
39	Sparwood Ridge	Sparwood	Southeast				
40	Tuktakamin	Falkland	Southeast				
41	Mobile Unit	Kelowna	Southeast				



**Part II: Markup at Cost (For both Task Authorization (Section 10 of Annex A SoW) and Regular Maintenance)**

The markup rate (percentage) for each category of items is presented below. All materials, parts, and supplies must be pre-approved in writing by the Project Authority (or their delegate). Supplier receipts/ pricing proofs must be included for payment.

	Contract Period up to Dec 31 2022 Cost + __%	Year 3 (1 <sup>st</sup> Option Year) Cost + __%	Year 4 (2 <sup>nd</sup> Option Year) Cost + __%	Year 5 (3 <sup>rd</sup> Option Year) Cost + __%
Materials/ Parts / Supplies	%	%	%	%
Generator Diesel Fuel	%	%	%	%

**Part III: Task Authorization Services (Section 10 of Annex A SoW)**

All other services including but not limited to decommissioning of old and installation of new back-up power generators, additional unscheduled repairs, must be submitted with a Task Authorization Form (Annex F) based on the following labour rates and policy. All prices are GST extra and in Canadian currency.

	Contract Period up to Dec 31 2022	Year 3 (1 <sup>st</sup> Option Year)	Year 4 (2 <sup>nd</sup> Option Year)	Year 5 (3 <sup>rd</sup> Option Year)
Hourly Labour Rate during Regular Work Hours (7am – 6 pm <a href="#">from Monday to Friday</a> )				
Hourly Labour Rate during <a href="#">Non-Regular</a> Hours ( <a href="#">any work hour</a> <a href="#">not fall within "Regular</a> <a href="#">Hours"</a> )				



**Travel Expenses for Task Authorization Services:**

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 Technical Authority.

All payments are subject to government audit.



## ANNEX "C" - SECURITY REQUIREMENTS CHECK LIST

Clear Data - Effacer les données

2021 1111 288



Government  
of Canada

Gouvernement  
du Canada

English Instructions

Instructions français

Contract Number / Numéro du contrat

Security Classification / Classification de sécurité

### SECURITY REQUIREMENTS CHECK LIST (SRCL) LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE			
1. Originating Government Department or Organization Ministère ou organisme gouvernemental d'origine RCMP E Division		2. Branch or Directorate / Direction générale ou Direction IM&T Radio Technology Program	
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 Service contract for supply, maintenance, repair & installation of back-up power generators at various RCMP facilities in the Province of BC			
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"/>	





**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 ☐ Yes  
Non 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 ☐ Yes  
Document Number / Numéro du document : Non Oui

**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<br>COTE DE FIABILITÉ          | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> SECRET<br>SECRET           | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET - SIGINT<br>TRÈS SECRET - SIGINT      | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET<br>NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input checked="" type="checkbox"/> SITE ACCESS<br>ACCES AUX EMPLACEMENTS |   |   |  |
- Special comments: Facility access - escort within buildings  
Commentaires spéciaux : \_\_\_\_\_
- NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.  
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.
10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes  
If Yes, will unscreened personnel be escorted:  
Dans l'affirmative, le personnel en question sera-t-il escorté? ☐ No ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non Oui



**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).



**ANNEX "D" to PART 5**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

**M298900441 Back-Up Power Generator Maintenance, Supply and Repair in British Columbia**

I, the undersigned, in submitting the accompanying bid or tender (hereinafter "bid") to:

\_\_\_\_\_  
(Corporate Name of Recipient of this Submission)

for: \_\_\_\_\_  
(Name and Number of Bid and Project)

in response to the call or request (hereinafter "call") for bids made by:

\_\_\_\_\_  
(Name of Tendering Authority)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ that:  
(Corporate Name of Bidder or Tenderer [hereinafter "Bidder"])

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the Bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the Bidder;
4. each person whose signature appears on the accompanying bid has been authorized by the Bidder to determine the terms of, and to sign, the bid, on behalf of the Bidder;
5. for the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the Bidder, whether or not affiliated with the Bidder, who:
  - (a) has been requested to submit a bid in response to this call for bids;
  - (b) could potentially submit a bid in response to this call for bids, based on their qualifications, abilities or experience;
6. the Bidder discloses that (check one of the following, as applicable):
  - (a) the Bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with, any competitor; ☐
  - (b) the Bidder has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this call for bids, and the Bidder discloses, in the attached document(s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements; ☐
7. in particular, without limiting the generality of paragraphs (6)(a) or (6)(b) above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:



- 
- (a) prices;
  - (b) methods, factors or formulas used to calculate prices;
  - (c) the intention or decision to submit, or not to submit, a bid; or
  - (d) the submission of a bid which does not meet the specifications of the call for bids;
- except as specifically disclosed pursuant to paragraph (6)(b) above;
8. in addition, there has been no consultation, communication, agreement or arrangement with any competitor regarding the quality, quantity, specifications or delivery particulars of the products or services to which this call for bids relates, except as specifically authorized by the Tendering Authority or as specifically disclosed pursuant to paragraph (6)(b) above;
9. the terms of the accompanying bid have not been, and will not be, knowingly disclosed by the Bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening, or of the awarding of the contract, whichever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph (6)(b) above.

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(Printed Name and Signature of Authorized Agent of Bidder)

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(Position Title)

---

(Date)



## **ANNEX “E” - INSURANCE REQUIREMENTS**

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
  - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
  - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
  - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
  - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
  - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
  - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
  - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
  - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
  - j. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
  - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
  - l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
  - m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.



- n. 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 “F”**

**TASK AUTHORIZATION FORM PWGSC-TPSGC 572**

Refer attached



## ANNEX “G”

### Mandatory Technical Evaluation Criteria

Bids will be evaluated in accordance with the following mandatory technical criteria. Bids failing to meet any one of the mandatory technical criteria will be deemed non-compliant and given no further consideration

	Mandatory Technical Criteria	Compliance		Proof of Compliance: comment or page number reference
		Yes	No	
H1	Bidders must demonstrate understanding of the requirements contained in Annex A “Statement of Work” and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.			
H2	Bidders must provide resumes describing each designated service technician(s)' electrical and mechanical education, credentials, and project experiences specifically related to H3, H4, and H5 below.			
H3	<p>The service technician(s) must hold a valid Canadian Electrical Journeyperson Certification and demonstrate through resumes and references the electrical and mechanical knowledge and skills required to perform preventative maintenance/ installation/ decommissioning on back-up power generators and related electrical systems (ie. Transfer panels).</p> <p>Bidders must describe clearly about all relevant knowledge, skills, and certifications in the resume(s) for each proposed technician.</p> <p>Bidders must provide all relevant tickets/certification copies supporting the endorsements possessed to conduct this work for each proposed technician.</p>			
H4	<p>The proposed service technician(s) servicing RCMP generator locations must possess at least five (5) years demonstrated experience installing, servicing, repairing, and performing preventative maintenance on various Kubota/Lister diesel/gasoline engines/generator models, Thompson Technology automatic transfer panels, and engine controllers in a 24/7 operational environment.</p> <p>Bidders must describe clearly about such experiences in the resume(s) of each technician.</p> <p>Bidders must provide one (1) reference to whom the technician(s) has/have delivered the above mentioned services. A reference must</p>			





	be provided for each proposed technician. An additional back-up reference is recommended. The reference information must include name, title, company, phone contact and email address. References may be contacted to corroborate information provided in the bid. They will be provided a response time within 7 calendar days.			
H5	<p>The proposed service technicians servicing RCMP generator locations must have a minimum of three (3) years of previous work experience at remote mountain-top (high-altitude) locations, and be able to demonstrate this experience in writing and pictures.</p> <p>Bidders must describe clearly about such experiences in the resume(s) of each technician.</p> <p>Bidders must provide one (1) reference to whom the technician(s) has/have delivered the above mentioned services. A reference must be provided for each proposed technician. An additional back-up reference is recommended. The reference information must include name, title, company, phone contact and email address. References may be contacted to corroborate information provided in the bid. They will be provided a response time within 7 calendar days.</p>			
H6	<p>Bidders' proposed technicians or employees must hold a valid Transportation of Dangerous Goods (TDG) certificate for the duration of the contract, as evidence of knowledge and ability to deliver fuel and/or batteries to and from various work-sites.</p> <p>Bidders must submit proofs of TDG certificate of proposed technicians/ employees.</p>			
H7	Bidders must provide a Workers Compensation Board-BC clearance letter for a minimum of recent 12 months.			