



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

Bid Receiving/Réception des soumissions

Royal Canadian Mounted Police
Procurement and Contracting Services

c/o Commissionaires, F Division
6101 Dewdney Ave
Regina, SK S4P 3K7

Réception des soumissions
Gendarmerie royale du Canada
Service des acquisitions et des marchés,

aux soins de commissionnaires, division F
6101 avenue dewdney
Regina SK S4P 3K7

**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: - Commentaires :

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT

LE PRÉSENT DOCUMENT COMPORTE UNE
EXIGENCE EN MATIÈRE DE SÉCURITÉ

Title – Sujet Water Treatment Plant Preventative Maintenance Services, Amaranth, Manitoba.		Date October 1, 2021
Solicitation No. – N° de l'invitation M5000-21-3766/A		
Client Reference No. - No. De Référence du Client 202103766		
Solicitation Closes – L'invitation prend fin		
At / à :	2 :00 pm / 14 :00 heure	CST (Central Standard Time) HNC (Heure Normale du Centre)
On / le :	October 22, 2021	
Delivery - Livraison See herein — Voir aux présentes	Taxes - Taxes See herein — Voir aux présentes	Duty – Droits See herein — Voir aux présentes
Destination of Goods and Services – Destinations des biens et services See herein — Voir aux présentes		
Instructions See herein — Voir aux présentes		
Address Inquiries to – Adresser toute demande de renseignements à Qyitayo.ziwa@rcmp-grc.gc.ca		
Telephone No. – No. de téléphone 639-625-4151	Facsimile No. – No. de télécopieur	

Delivery Required – Livraison exigée See herein — Voir aux présentes	Delivery Offered – Livraison proposée
Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:	
Telephone No. – No. de téléphone	Facsimile No. – No. de télécopieur
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) – Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date



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PART 1 - GENERAL INFORMATION

1.1 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 6 - 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](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 Statement of Work

The Work to be performed is detailed under Annex "A" of the resulting contract clauses.

1.3 Debriefings

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

1.4 Recourse Mechanisms

If you have any concerns relating to the procurement process, please refer to the [Recourse Mechanisms](#) page on the [Buyandsell.gc.ca](http://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) (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: 180 days

2.1.1 SACC Manual Clauses

[B1000T](#) (2014-06-26) - Condition of Material

Material supplied must be new and conform to the latest issue of the applicable drawing, specification and/or part number that is in effect on the bid solicitation closing date.

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 or email 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 seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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



2.4 Applicable Laws

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

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 Optional Site Visit

Note: The site visit will be by appointment only.

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at RCMP Amaranth Detachment, 281 Kinosota Rd S., Amaranth, MB, R0H 0B0 on October 07, 2021 at 10:00am, Local Time. Bidders must provide their own face masks for the site visit.

Bidders must communicate with the Contracting Authority no later than October 05, 2021 to confirm attendance and provide the name of the person, who will attend. Bidders will be requested to sign an attendance sheet.

Bidders who do not confirm attendance and who do not provide the name(s) of the person(s) who will attend will not be allowed access to the site. No alternative appointment will be given to bidders who do not attend or do not send a representative. Bidders who do not participate in the visit will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

In response to the events surrounding the COVID-19 pandemic, bidders and/or their representatives are requested to follow all the Government of Canada recommendations in relation with preparedness, symptoms, treatment, prevention and risk. Please follow the link <https://www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19.html> in order to know more about all the measures needed to prevent the spread of the virus.

In addition to the recommendations above, the RCMP requires that all Bidders and their representative must supply and wear their own personal protective equipment (PPE) including masks and gloves during the site visit. Access to the site may be denied if PPE is not worn.

If the bidder or representative is ill (or suspected ill), based on the link above, please do not attend the site visit.

2.6 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



PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Canada requests that Bidders submit their bids in separately bound sections as follows:

Section I: Technical Bid (one hard copies)

Section II: Financial Bid (one hard copies)

Section III: Certifications (one hard copies)

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

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) (<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 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 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

Submission of Evidence as described below MUST be included with the bidder's proposal at time of bid closing. Failure by the bidder to provide the required evidence will result in the bidder being disqualified and no further consideration will be given to the bidder and the proposal will be deemed non responsive.

The evidence provided by the bidder may be verified. RCMP reserves the right to verify information for completeness and accuracy and to confirm reference satisfaction with services provided

4.1.1.1 Mandatory Technical Criteria

Refer to Annex "C", Mandatory Technical Criteria

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

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/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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

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 "E") has been developed by the federal Competition Bureau for use by the Contacting 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.



5.1.3.4 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

5.1.3.5 Education and Experience

SACC Manual clause A3010T(2010-08-15) Education and Experience

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) apply and form part of the Contract.

All contractor personnel working on site must hold a valid "Site Access Level 2 (FA2) with escort" issued by RCMP Departmental Security. The contractor SHALL NOT remove or make copies of any DESIGNATED or CLASSIFIED information or assets from the identified work site.

Only those employees whose names appear on the Contractor's payroll and have met the security clearance requirements will be allowed access to the site of the work.

6.2 Statement of Work

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

6.3 Standard Clauses and Conditions

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

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.

6.3.1 General Conditions

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



6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract for a period of two (2) years.

6.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period (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 one (1) 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.

6.4.3 Delivery Points

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

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Qyitayo Ziwa, Procurement Officer
Royal Canadian Mounted Police
Corporate Management Branch
5600 - 11th Ave
Regina, SK S4P 3J7
Telephone: 639-625-4151
Facsimile: 306-780-5232
Email: Qyitayo.ziwa@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.

6.5.2 Project Authority

The Project Authority for the Contract is *(to be provided at contract award)*

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

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



6.5.3 Contractor's Representative *(to be provided at contract award)*

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

6.6 Proactive Disclosure of Contracts with Former Public Servants

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

6.7 Payment

6.7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a _____ *(to be provided at contract award)*. Customs duties are included and Applicable Taxes are extra.

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

6.7.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ _____ *(to be provided at contract award)*. Customs duties are included 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.

6.7.3 SACC Manual Clauses

H1001C (2008-05-12) Multiple Payments

C0705C (2010-01-11) Discretionary Audit

A9117C (2007-11-30) T1204 – Direct Request by Customer Department



6.8 Invoicing Instructions

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

Invoices must be distributed as follows:

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

6.9 Certifications and Additional Information

6.9.1 Compliance

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

6.10 Applicable Laws

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

6.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010C (2020-05-28), General Conditions- Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex D, Security Requirements Check List;
- (f) Annex F, Insurance Requirement;
- (g) the Contractor's bid dated _____

6.12. Procurement Ombudsman

6.12.1 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, or by web at www.opo-boa.gc.ca.

6.12.2 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, by telephone at 1-866-734-5169, or by web at www.opo-boa.gc.ca.

6.13 Insurance

SACC *Manual* clause [G1005C](#) (2013-11-06) Insurance – No Specific Requirements

6.14 SACC Manual Clauses

A7017C (2008-05-12), Replacement of Specific Individuals

A9068C (2010-01-11), Government Site Regulations

A9019C (2011-05-16) Hazardous Waste Disposal

6.15 Environmental Considerations

Where applicable, suppliers are encouraged to consider the following environment considerations:

Deliverables:

- Provide and transmit draft reports, final reports and bids in electronic format. Should printed material be required, the use of double sided printing in black and white format is required unless otherwise specified by the Project Authority.
- When printed material is requested, the minimum recycled content of 30% is required and/or certified as originating from a sustainably managed forest.
- Recycle unneeded printed documents (in accordance with Security Requirements).

Travel Requirements/Meetings:

- Conducting meetings via telephone, teleconference, and/or video conferencing in order to minimize travel requirements is preferred;
- Contractors are encouraged to access the PWGSC Accommodation directory, which includes Eco-Rated properties. When searching for accommodation, contractors can go to that link and search for properties with Environmental Ratings, identified by Green Keys or Green Leafs that will honour the pricing for contractors.
- Contractors are encouraged to use of public/green transit where feasible.

Shipping Requirements: Where applicable, suppliers are encouraged to:

- Minimize packaging
- Include recycled content in packaging;
- Re-use packaging;
- Include a provision for a take-back program for packaging;
- Reduce/eliminate toxics in packaging.



ANNEX "A"

STATEMENT OF WORK

1.0 Requirement

The Royal Canadian Mounted Police (RCMP) has a requirement for inspection, preventative maintenance, and performance verification of the Water Treatment Plant (WTP) located in Amaranth, MB to ensure safe and aesthetic drinking objectives are met. The Contractor must provide all labour, material, equipment, shipment, supervision, personnel travel and accommodation costs to complete the work.

The work will be performed on a quarterly basis, as well as on "as and when" required basis for the duration of the contract.

1.1 Applicable Regulations

- a) Health Canada Environmental and Workplace Health, Canadian Drinking Water Guidelines:
<http://www.hc-sc.gc.ca/ewh-semt/water-eau/drink-potab/guide/index-eng.php>
- b) Manitoba Environment Act, Water and Wastewater Facility Operators Regulations
<https://www.canlii.org/en/mb/laws/regu/man-reg-77-2003/latest/part-1/man-reg-77-2003-part-1.pdf>
- c) Equipment or system manufacturer's recommendations, instruction manuals and/or leaflets.

2.0 Equipment to be serviced

- a) Magmeter 1.5" Enviromag 2000 (Compact) with model IFC100 Compact Converter. Krohne. 115 V, 60 Hz, 1 ph.
- b) Asco Red-Hat solenoid valve, series 8210. 115 V, 60 Hz, 1 ph
- c) Filter tank Structural, Composite FRP, 24 x 72, 4"T, volume 0.45 m3. Pentair Water.
- d) Intelligent Filter Head Osorno. FHE-2580-N/S. 115 V, 60 Hz, 10 A, 1 ph.
- e) Automated valve 2". EATB1200STE, automated true union ball valve, w/EAU series Hayward actuator. 115 V, 60 Hz, 1 ph.
- f) Backwash pump. Magna 32-100, series 2000, (with Variable Frequency Drive (VFD)). Grundfos. 115 V, 60 Hz, 1 ph.
- g) Metering pump. DDA 7.5-16 AR. Grundfos. 115 V, 60 Hz, 1 ph.
- h) Control cabinet WTP2014/8. Osorno. 115 V, 60 Hz, 10 A, 1 ph. 208 V, 60 Hz, 10 A, 1, ph.
- i) Main controller MC-ARD-1.0, Programmable Logic Controller (miniPLC), Osorno. 7.5 VDC, 1 A.
- j) Distribution pump 2JY3 JY Starline Series (2 pumps). Filmar. w/Baldor motor 208-230/460 V, 60 Hz, 3 ph, 2 hp, 6.2-5.8/2.9 A, 3450 RPM.
- k) Shallow well pump Monarch model MSS10E-50 (code 660769). 1/2 hp, 230 V, 60 Hz, 1 ph. Approx. 9-10 year old. Spare pump on site.

3.0 Contract Accessibility

- a. The Contractor must provide the information for regular and emergency service calls and after hours' call – outs. A written report must be submitted to the Project Authority after each inspection.
- b. The contractor must provide a written report confirm that the contents of the WTP operations and maintenance manual have been reviewed within seven (7) days of contract award. Any required changes to the Operational and Maintenance (O&M) manual must be made and published in tandem with the first quarterly maintenance report.



3.1 Hours of Service

- a. Regular hours of service are between 08:00 and 17:00 hours, Central Standard Time, Monday through Friday. Government of Canada Statutory holidays are excluded. Outside regular hours of service include weekends.

3.2 General Call-out Procedures

- a. A priority of "Routine" is defined as essential maintenance requirements which must be rectified at the earliest possible opportunity. It is considered as deficiencies or breakdowns that do not impair current operations or pose any danger to the occupants, the general public, the environment or the facility.
- b. The Contractor must respond to "routine" requirements within 24 hours (one complete working day) of being notified by the Project Authority or their delegated representative;
- c. The Contractor must begin the work within two (2) days after receiving an official notice or as requested by other means e.g. Phone, text, email for emergency repairs. All work must be complete as mutually agreed upon between the Project Authority or their delegated representative and the Contractor.
- d. The Contractor must be reachable at all times during normal business hours;
- e. The Contractor must notify the Site Authority or their delegated representative prior to arriving on site to do the work;
- f. The Contractor must proceed to the site, provide an estimate of the work or repairs to the Site Authority or their delegated representative, and then wait until written authority to proceed with the repairs is received before commencing any actual work.

3.3 Emergency or Urgent Call-Out Procedures

- a. A priority of "Emergency" is defined as a deficiency or breakdown that requires immediate attention to reduce the potential for danger to occupants, the general public, the environment, or the facility. Maintenance identified with this priority must be responded to immediately and must be reported without delay to designated manager.
- b. The Contractor must be available twenty-four (24) hours, seven (7) days a week for "Emergency or Urgent" requirements. After receipt of an call, the Contractor must be on site within forty-eight (48) hours of being notified or as mutually agreed upon between the Project Authority or their delegated representative;
- c. Material, equipment, and trades helpers are to be readily available during an emergency requirement;
- d. The Contractor must proceed to the site, provide an estimate if possible, and then perform remedial work. When complete the Contractor must provide to the Site Authority or their delegated representative, within one (1) working day, a detailed estimate of the work and any further information required to ensure the WTP will be fully operational on a long term basis.

3.4 As and When Required

- a. When "As and When" work is requested during the contract period, the Contractor must complete and submit the Appendix "A" "Cost Estimate Form for Extra Work". Written authorization must be obtained from the Site Authority or their delegated representative prior to conducting any extra work.
- b. Where an estimate of the cost of performing specific work is required, the Site Authority or their delegated representative will provide the Contractor with a statement of the work required. The Contractor must provide the Project Authority or their delegated representative with an estimate in writing of the cost of performing the specified work. The Contractor must not undertake any of the specified work unless authorized by the Site Authority or their delegated representative.

3.5 Tools

- a. The Contractor must ensure their staff have all the necessary tools and equipment required to complete any



job. No rental charges will be paid for tools or equipment incidental to the trade.

3.6 Materials and Equipment:

- a. All of the Contractor's equipment used on site must be safe, suitable, in good condition and are Workplace Compensation Board approved.
- b. Materials and parts used must be those specified by the manufacturer of the equipment, provided that such parts are available. If not available, parts equal to the manufacturer's specifications may be installed. Substitute parts may only be installed with the approval of the Technical Authority or their delegated representative.
- c. If, in an emergency, the Contractor installs parts other than those approved, they must be replaced with the approved parts, before claiming payment. No claim for other than approved parts will be made unless conditions in the paragraph above apply.

3.7 Safety Measures

3.7.1 Dangerous Goods

- a. It is the responsibility of the Contractor to ensure proper labelling and packaging in the supply and shipping of dangerous goods and hazardous products to the Government of Canada.
- b. Canada will not be held liable for any damages caused by improper packaging, labelling or carriage of goods/products.
- c. All merchandise labels are to be clearly marked with the percentage of volume that is a hazardous item. Failure to do so will result in the Contractor being held responsible for damages caused in the movement of good/products by government vehicles or government personnel.
- d. The Contractor must ensure they adhere to all levels of regulations regarding dangerous goods/hazardous products as set forth by federal, provincial and municipal laws, by-laws and acts of Parliament.

3.7.2 Standard of Care

- a. The Contractor must maintain a standard of care, skill and diligence in performance of the services provided, as is observed by and expected of persons engaged in the provision of such services in the industry. The Contractor must take all necessary measures to avoid disruption of essential services or endangerment of pedestrian or other traffic, and must do all that is necessary to ensure that no person or property is injured, damaged or infringed upon by reason of the Contractor's work.

3.7.3 Construction Safety Measures

- a. The Contractor must ensure compliance with the standards of Part II of the Canada Labour code and The Occupational Health and Safety Regulations as well as compliance with the Worker's Compensation Act and any regulations under the said Act having to do with the prevention of accidents, the prevention of diseases and the provision of safe working conditions including proper personal protection equipment and ventilation. In the event of conflict between Worker's compensation Act and regulations and Canada Labour Code Part II, and Occupational Health and Safety Regulations, the most stringent provision shall apply.



3.7.4 Confined Spaces

- a. It is the responsibility of the Contractor to ensure that all work in confined spaces is carried out in accordance with the Canada Occupational Safety and Health Regulations, Part XI.
- b. The Contractor must provide and maintain training, as required by the Canada Occupational Safety and Health Regulations, Part XI. The RCMP reserves the right to request proof of training and qualifications.
- c. The Contractor to provide the RCMP Site Authority with a copy of an "Entry Permit" for each and every entry into the confined space to ensure compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- d. The Contractor must have a hazard assessment of the confined space performed and provide to the RCMP Site Authority a copy of a hazard assessment report.

3.8 Defects

- a. The Contract shall, at no cost to the RCMP, rectify any defect or fault in the work that appears within 12 months after completion of the work as certified by the Site Authority or their delegated representative.

3.9 Onsite Operations of the Contractor and Resources

- a. Contractor is responsible for all the cleanup, removal of used supplies and general housekeeping in and around all systems.
- b. Any problems encountered must be reported verbally immediately, and in writing within five (5) working days of completion of the work.
- c. Times and dates for this work will be determined, pending operational requirements.
- d. Any additional work and parts required outside this scope must be approved in advance by the Project Authority or their delegated representative prior to completion.
- e. Where it is required, the Contractor must register on entering Government of Canada premises, obtain and wear a Security pass, and shall return the security pass and sign out before leaving

3.10 Responsibilities

3.10.1 Upon request Government of Canada will provide:

- a. Operation and maintenance manuals for all equipment listed above
- b. Historical maintenance reports
- c. Historical analytical lab reports



3.10.2 Contractor must:

- a. Provide tools, supplies, equipment required to inspect, maintain, and verify for safe drinking water and meet aesthetic objectives.
- b. Schedule inspection, maintenance, and/or verification dates with the Site Authority. Any replacement parts or recommended upgrades need to be discussed and approved with the Project Authority prior to any work being done.
- c. Supply the required quantity of fresh disinfection/pH correction chemicals to the plant at every maintenance visit in packaging (1 l bottles) that will allow Government of Canada members to refill the chemical tank on demand (to be included in maintenance contract price).
- d. Supply consumables for on-site analyses done by Government of Canada personnel if required (not included in maintenance contract price).
- e. Provide on-site training of the local Government of Canada staff on maintenance procedures for the WTP on an as required basis. The Contractor is to be responsible and provide their own safety procedures and personal protective equipment (PPE) when handling chemicals, and is to recommend to the on-site staff PPE that the Government of Canada requires to purchase for its own staff.
- f. Calibrate and maintain all lab equipment available at the plant.
- g. Assure the integrity of the spare parts inventory kept at the plant.
- h. Establish a list of existing spare parts.
- i. Establish a list of recommended spare parts and submit to the Project Authority with pricing
- j. Ensure all verification work is tested and certified through a nationally accredited laboratory

4.0 Preventative Maintenance

Preventative maintenance must be carried out four times per year and must include, but not be limited to:

- 4.1. Inspection of the equipment for leaks, tank levels, unusual noises, etc. and recording of the observations.
- 4.2. Preventative maintenance of the pressure filter:
 - a. Verification of the flow rates through the filter;
 - b. Verification of the performance of the pressure filter by measuring turbidity before and after the filter;
 - c. Verification of the filter backwash rate;
 - d. Backwash the filter if required;
 - e. Adjust backwash schedule if required. The backwash schedule is adjusted via web interface (IP address is marked on the filter head cover).
- 4.3. Preventative maintenance of the chemical dosing pump. Due to the high corrosivity of the chemical disinfectant (sodium hypochlorite), maintenance has to be carried out accurately and in observance of the safety requirements for chlorine and hypochlorite as per schedule listed below:
 - a. Clean the disinfectant injection points of any build-up on each visit;
 - b. Replace the suction and injection valves once a year (cost of one set of valves to be included in the maintenance contract price);
 - c. Exchange pump diaphragms at least once a year (cost of one new diaphragm to be included in the maintenance contract price);
 - d. Re-place all injection and suction lines (tubing) once a year (cost of spare tubing to be included in the maintenance contract price).



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- 4.4 Preventative maintenance of the well pumps:
- a. Service and verification of the performance of the well pumps by measuring the start-up (inrush current) and operating current;
 - b. Check each pump for the appropriate flow rate (magmeter reading) versus the disinfectant dosing rate, and readjust as may be required from time to time;
 - c. Replace the pump if there is any indication of failure, or the pumping rate is insufficient. The replacement pump must be similar to the existing installation (installed pumps are subject for verification, cost of the new pump and the cost of labour associated with pump replacement should be invoiced separately).
- 4.5 Check to ensure that the building's electric ceiling heaters are operational (seasonal check).
- 4.6 Check pressure gauges on the water system intake pumps (approx. between 47 – 64 psi, requires verification) and take corrective action as may be required (verification of settings, check breakers, verify power uptake etc.). Advise Assets Management if there is a problem and it cannot be rectified.
- 4.7 Heat traces are to be turned on during the autumn inspection, and turned off during the spring inspection. The electrical current shall be measured on all heat-trace lines (well water supply, distribution) during the autumn and the winter inspections to verify that heat traces are operational. Advise Assets Management if the heat trace is not operating properly.
- 4.8 Check pressure gauge on the distribution line (approx. between 40 – 68 psi, verification required). Take corrective action if the pressure is significantly outside of the set values.
- 4.9 Check water level and clarity in the water reservoir. Advise Project Authority about cleaning if required.
- 4.10 Check the level of the chemical storage tank and prepare new solution as required.
- 4.11 Check all piping and connections for leakage.
- 4.12 Verify plausibility of the flow rates from the WTP in order to identify distribution system leaks.
- 4.13 Test well water for coliforms once a year, during summer. If the test comes back positive, advise Project Authority on well cleaning and disinfection.
- 4.14 Test operation of the low level alarm in the treated water reservoir on a quarterly basis.
- 5.0 Controls**
- 5.1 Verification of the miniPLC program's integrity (manufactured by Osorno Enterprises Inc.). Update the miniPLC program as may be required from time to time.
- 5.2 Verification of the Intelligent Filter Head controller program's integrity. Update the program as may be required from time to time (manufactured by Osorno Enterprises Inc.).



6.0 Treatment Performance

- 6.1 Adjust the system pressure and flows, as required after performance verification.
- 6.2 Measure and record the pH and temperature values of the raw and treated water (treated water port in the water treatment plant and Government of Canada office).
- 6.3 Measure the concentrations of iron in the raw and treated water (treated water ports in the water treatment plant and Government of Canada office). Adjust dosage of disinfectant/pH corrector if required (may be required to correct chemical balance in the customized disinfection/pH correction solution).
- 6.4 Measure free and total chlorine in the treated water (treated water port in the water treatment plant, Government of Canada office and one of the houses at the end of distribution line (living quarters)).
- 6.5 Additional testing - Ammonia-Nitrogen, Nitrates, Phosphate (on-site testing), THM, HAA and total metals scan (testing by certified laboratory) - seasonally (once in six months, to be included in the maintenance contract price).
- 6.6 Review chlorine dosage at least semi-annually with Government of Canada members (if on-site measuring equipment is present; on-site training of personnel to be provided); advise for optimum water quality. Provide on-site measuring equipment and consumables if requested by Asset Management (cost of on-site testing instruments and consumables to be invoiced separately).
- 6.7 Adjust the treatment process (raw water intake has to be in agreement with the disinfectant dosage) to optimize the quality of the drinking water. Verify whether all testing results are within the Guidelines for Canadian Drinking Water Quality (GCDWQ) and adjust the treatment process, or make recommendations for process adjustments if the measured parameters exceed the values set by the GCDWQ. Process adjustment requires monitoring of the quality and composition of the disinfection solution, and calibration of the dosing pump. It further requires the on-site (amperometric) measurement of chlorite (in the water samples) as a common impurity in the disinfection liquids.
- 6.8 Submit three (3) samples quarterly to an accredited laboratory for testing as potable drinking water for *E. coli* and total coliform (to be included in maintenance contract price). Potable water is defined as water that meets the Guidelines for Canadian Drinking Water Quality. Sample locations should be drawn from the treated water port in the water treatment plant, and at the Government of Canada building and one of the houses (in living quarters) at the end of distribution.

The Contractor is required to provide all bottles and coolers for samples and will be responsible to arrange transportation of the samples to an accredited laboratory.

7.0 Deliverables

- a. The Contractor must record all measurement results and the work carried out in a log book kept at RCMP Amaranth Water Treatment Plant.
- b. The Contractor must submit a written report together with the written log and analytical to the Project Authority after each maintenance visit. These reports are due by the last day of the month following the month in which the work was completed.
- c. Contractor must prepare for review by departmental representative a list of recommended repairs and maintenance items above and beyond maintenance done to date, with the goal that those items can be completed upon approval by departmental representative while on site in the course of scheduled preventative maintenance.

8.0 Language of Work

The language of work and all deliverables is English.

9.0 Travel

- a. The Contractor will be required to travel and perform work at each site listed in the Statement of Work at their own cost.



10.0 Meetings

The Contractor will be required to attend meetings as requested by the RCMP Site Authority or their designated representative.

11.0 COVID -19 Safety Protocol for On-Site work.

In response to the events surrounding the COVID-19 pandemic, the Contractor must seek and follow the directions provided by their local Health Authority, prior to coming into the Water Treatment Plant.



ANNEX "B"
BASIS OF PAYMENT

Bidder's Pricing:

- Prices are firm.
- Prices are to include the complete cost of performing the work under this contract.
- Firm Prices are in Canadian Dollars.
- Prices do not include GST, however GST will be added as a separate item, if applicable, on any invoice issued as a result of a Contract.

The period of the contract is from date of Contract award for a period of two (2) years with the option to extend the term of Contract by up to two (2) – one (1) year option period under the same conditions.

Part A: Maintenance Services

Including all necessary tools, services, replacement or repair parts, materials, labour, travel and related costs as detailed in Annex A.

Item	Description	Monthly Rate (a)	Term (b)	Price (a x b)
1	Maintenance Services - Year one (1) of Contract. Inclusive rate per month, excluding GST.	\$ _____ /per quarter	X 4 quarters =	\$ _____
2	Maintenance Services - Year two (2) of Contract. Inclusive rate per month, excluding GST.	\$ _____ / per quarter	X 4 quarters =	\$ _____
3	Maintenance Services - First one (1) year option period. Inclusive rate per month, excluding GST.	\$ _____ / per quarter	X 4 quarters =	\$ _____
4	Maintenance Services - Second one (1) year option period. Inclusive rate per month, excluding GST	\$ _____ / per quarter	X 4 quarters =	\$ _____
Total Price of Bid (1 + 2 + 3 + 4)				\$ _____



Part B: Extra Work – As and When Requested

Extra work as described in Annex A – Statement of Work, "Extra Work" will be conducted on an "as and when" requested basis where charges must be made for actual labour, repair and replacement parts. Costs are firm all-inclusive labour rates (including Overhead, Profit and all related costs) and material cost in Canadian Funds.

FOR EVALUATION PURPOSES ONLY AND TO BE REMOVED AT CONTRACT AWARD:

- The inclusion of volumetric data in this document does not represent a commitment by Canada that Canada's future usage of the services described in the bid solicitation will be consistent with this data.
- Submit a Firm All-inclusive Labour Rate (including Overhead, Profit, and all related Costs) and material cost in Canadian funds

Table B.1 – Pricing to cover initial two (2) year term.

DURING REGULAR WORKING HOURS (0800-1700 Monday through Friday)			
Category	Price per Hour (a)	*Estimated Hours (b)	Extended Price (a) x (b)
Licensed Technician	\$ _____	20	\$ _____
OUTSIDE REGULAR WORKING HOURS (including all day Saturday)			
Licensed Technician	\$ _____	20	\$ _____
SUNDAYS & STAUTORY HOLIDAYS			
Licensed Technician	\$ _____	20	\$ _____
Table B.1 (Sum of Extended Price)			

Table B.2 – Option Period 1: One (1) year from end of Firm Period, if exercised.

DURING REGULAR WORKING HOURS (0800-1700 Monday through Friday)			
Category	Price per Hour (a)	Estimated Hours (b)	*Extended Price (a) x (b)
Licensed Technician	\$ _____	10	\$ _____
OUTSIDE REGULAR WORKING HOURS (including all day Saturday)			
Licensed Technician	\$ _____	10	\$ _____
SUNDAYS & STAUTORY HOLIDAYS			
Licensed Technician	\$ _____	10	\$ _____
Table B.2 (Sum of Extended Price)			



Table B.3 – Option Period 2: One (1) year from end of Option Period 1, if exercised.

DURING REGULAR WORKING HOURS (0800-1700 Monday through Friday)			
Category	Price per Hour (a)	Estimated Hours (b)	*Extended Price (a) x (b)
Licensed Technician	\$ _____	10	\$ _____
OUTSIDE REGULAR WORKING HOURS (including all day Saturday)			
Licensed Technician	\$ _____	10	\$ _____
SUNDAYS & STATUTORY HOLIDAYS			
Licensed Technician	\$ _____	10	\$ _____
Table B.3 (Sum of Extended Price)			

Table B.4 – MATERIALS: All products and materials will be invoiced at the Contractor's laid-down cost plus a percentage for mark-up. The Contractor is to submit a percent of mark-up for tendering purposes.

Materials	Mark-up (a)	**Estimated Expenditure (b)	Mark-up Amount (a) x (b) = c	Extended Price (b) + (c)
Initial twenty-four (24) month term	_____ %	20, 000	\$ _____	\$ _____
First (12) month option period	_____ %	10, 000	\$ _____	\$ _____
Second (12) month option period	_____ %	10, 000	\$ _____	\$ _____
Sub Total				\$ _____

FOR EVALUATION PURPOSES ONLY

Total Assessed Price

Total Table A. (Sum of Extend Price) = \$ _____

Total Table B.1 (Sum of Extend Price) = \$ _____

Total Table B.2 (Sum of Extend Price) = \$ _____

Total Table B.3 (Sum of Extend Price) = \$ _____

Total Table B.4 (Sum of Extend Price) = \$ _____

Total Assessed Price \$ _____



ANNEX C
MANDATORY TECHNICAL CRITERIA

Mandatory Employee Experience and Past Performance

To carry out the work on this requirement, the contractor must provide qualified personnel to work on the Water Treatment System.

Tables 1C, 2C and 3C MUST be included with the bidder's proposal at the time of bid closing. Failure by the bidder to provide the required evidence will result in the bidder being disqualified, and no further consideration will be given to the bidder and the proposal will be deemed non-responsive.

The evidence provided by the bidder may be verified. The RCMP reserves the right to verify information for completeness and accuracy and to confirm reference satisfaction with services provided.

To carry out the work on this requirement, the contractor must provide qualified resource(s):

Table 1C: Mandatory Criteria

Item #	Description	Yes	No
M1	<p>The Bidder must demonstrate that the proposed service personnel have a minimum six (6) *recent months of experience and past performance by referencing two (2) similar projects/contracts.</p> <p>For each proposed personnel submitted the bidder must include:</p> <ul style="list-style-type: none"> a. Project description b. Name of the client c. Date of the project d. Details about the work performed by the contractor on the project e. 2 references <p>*Recent experience is defined as experience gained from January 1, 2021 up to and including the solicitation closing date.</p> <p>**Similar is defined as maintenance service of Water Treatment Plant systems comparable in size, scope and complexity to the systems listed in Annex A, Statement of Work.</p>		
M2	The Bidder must have experience working with electronic controls to maintain and update the Main controller MC-ARD-1.0, miniPLC, or approved equivalent mini programmable controllers.		
M3	The Bidder must provide proof of experience with advanced drinking water disinfection technologies.		
M4	The Bidder must provide appropriate documentation to demonstrate that the company is licensed to operate in the Province of Manitoba.		
M5	<p>For the Company, the bidder must provide a copy of the Mandatory Card and Licencing Documentation listed below to confirm that they have capacity for qualified personnel. Failure to provide the certifications will render the bid non-responsive, and given no further consideration.</p> <ul style="list-style-type: none"> 1. Certification of Maintenance qualification by Environmental Operators Certification Program or approved equivalent certification program recognized in Manitoba. 2. Training and knowledge of confined workplace procedures 3. Water and Waste Operators Certificate or Bachelor of Science or Master of Science or PhD in Science. 		



Table 2C: Contractor's Experience and Past Performance (please fill out the form)

	PROJECT/CONTRACT REFERENCE # 1	PROJECT/CONTRACT REFERENCE # 2
Name of client organization or Company:	Project/Contract Reference #1: _____	Project/Contract Reference #2: _____
Name and title of client contact who can confirm the information presented in the proposal:	Name: _____ Title: _____	Name: _____ Title: _____
Telephone and e-mail address of client contact:	Phone #: _____ E-mail: _____	Phone #: _____ E-mail: _____
Performance period of the project or contract (indicate year, month , day):	From: _____ (year/month/day) To: _____ (year/month/day)	From: _____ (year/month/day) To: _____ (year/month/day)
Description of Project/Contract:		

(Please attach a separate sheet if required)



Table 3C: Employee Experience and Past Performance (please fill out the form for each employee)

Water Treatment System		
Name of Service Personnel: _____		
Name of client organization or Company:	Project/Contract Reference #1: _____	Project/Contract Reference #2: _____
Name and title of client contact who can confirm the information presented in the proposal:	Name: _____ Title: _____	Name: _____ Title: _____
Telephone and e-mail address of client contact:	Phone #: _____ E-mail: _____	Phone #: _____ E-mail: _____
Performance period of the project or contract (indicate year, month , day):	From: _____ (year/month/day) To: _____ (year/month/day)	From: _____ (year/month/day) To: _____ (year/month/day)



ANNEX "D"

SECURITY REQUIREMENTS CHECK LIST

(attached at the end of the document)



ANNEX "E" to PART 5

CERTIFICATE OF INDEPENDENT BID DETERMINATION

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.

(Printed Name and Signature of Authorized Agent of Bidder)

(Position Title)

(Date)



ANNEX "F"
INSURANCE REQUIREMENTS

COMMERCIAL GENERAL LIABILITY 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 Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - 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. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
 - m. Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.



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.



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	2. Branch or Directorate / Direction générale ou Direction
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

5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées? No / Non 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? No / Non 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? No / Non Yes / Oui
(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)

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. No / Non 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 commerciale **sans** entreposage de nuit? No / Non 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"/>
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7. b) Release restrictions / Restrictions relatives à la diffusion

No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/> Not releasable / À ne pas diffuser <input type="checkbox"/> Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/> Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/> Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:
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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"/>

Security Classification / Classification de sécurité
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Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
 Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui
 If Yes, indicate the level of sensitivity:
 Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
 Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No / Non Yes / Oui
 Short Title(s) of material / Titre(s) abrégé(s) du matériel :
 Document Number / Numéro du document :

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

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

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

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



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

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

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

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

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

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