



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

Bid Receiving - PWGSC / Réception des  
soumissions → TPSGC

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Quebec

K1A 0S5

Bid Fax: (819) 997-9776

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government  
Services Canada**

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

**Proposition aux: Travaux Publics et Services  
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la  
Reine du chef du Canada, aux conditions énoncées ou  
incluses par référence dans la présente et aux annexes  
ci-jointes, les biens, services et construction énumérés  
ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments - Commentaires**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du**

**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Detection, Simulation and Optical Systems Division

Place du Portage III, 8C2

11 rue Laurier Street

Gatineau

Quebec

K1A 0S5

<b>Title - Sujet</b> Digital Radiography Panel System	
<b>Solicitation No. - N° de l'invitation</b> W8486-217363/A	<b>Date</b> 2022-05-18
<b>Client Reference No. - N° de référence du client</b> W8486-217363	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$QT-014-28679	
<b>File No. - N° de dossier</b> 014qt.W8486-217363	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Eastern Daylight Saving Time EDT <b>on - le 2022-07-04</b> Heure Avancée de l'Est HAE	
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Thomas, Kassandra	<b>Buyer Id - Id de l'acheteur</b> 014qt
<b>Telephone No. - N° de téléphone</b> (343) 549-3143 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b> See Herein – Voir ci-inclus	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>          <b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>          <b>Signature</b>          <b>Date</b>	

Solicitation No. - N° de l'invitation  
W8486-217363/A  
Client Ref. No. - N° de réf. du client  
W8486--217363

Amd. No. - N° de la modif.  
File No. - N° du dossier

Buyer ID - Id de l'acheteur  
014QT  
CCC No./N° CCC - FMS No./N° VME

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*If there is a discrepancy between the English and French language translated documents, the English language documents take precedence.*

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**Annex I- Mandatory Technical Evaluation Criteria**

**Annex J- Financial Evaluation Criteria**

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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- Acquisition Contract: includes the clauses and conditions that will apply to any resulting Contract.
- Part 8 Resulting Contract Clauses- In Service Support Contract: includes the clauses and conditions that will apply to any resulting Contract.

### 1.2 Summary

#### Part A: Acquisition of the Direct Radiography Panel Systems

The Department of National Defence (DND) has a requirement to purchase nine (9) Direct Radiography Panel Systems with the option to purchase up to sixty one (61) additional systems within two (2) years.

#### Part B: In-Service Support for the Direct Radiography Panel Systems

DND has a requirement for three (3) firm years of In-Service Support with seven (7) one-year option periods.

Please note that both the Acquisition and the In-Service Support requirements are intended to be awarded as a package, to the same Bidder.

#### 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".

#### 1.2.2

This procurement is subject to the Controlled Goods Program. The [Defence Production Act](#) defines Canadian Controlled Goods as certain goods listed in Canada's Export Control List, a regulation made pursuant to the Export and Import Permits Act (EIPA)."

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### 1.2.3

The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Part 5 – Certifications and Additional Information, Part 7 - Resulting Contract Clauses and the annex titled Federal Contractors Program for Employment Equity - Certification.”

### 1.2.4

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

**In an effort to reduce the spread of the coronavirus disease (COVID-19) within communities, Bidders are highly encouraged to transmit their bid electronically using the Connect service**

## 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 10 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 Phased Bid Compliance Process

The Phased Bid Compliance Process applies to this requirement.

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## PART 2 - BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (2022-03-29) 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

### 2.2 Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit, by Canada Post Corporation's (CPC) Connect service, by the date and time indicated in the bid solicitation.

The email address for the Bid Receiving Unit is:

[tpsgc.pareceptiondessoumissions-apbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.pareceptiondessoumissions-apbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca)

Note: Bids will not be accepted if emailed directly to this email address. This email address is to be used to open a CPC Connect conversation, as detailed in Standard Instructions 2003, or to send bids through a CPC Connect message if the Bidder is using its own licensing agreement for CPC Connect service.

(In case of incompatibility or inability to transmit by Connect service, transmission by facsimile to the Bid Receiving Unit, as identified on the front page of this solicitation, in addition to Connect service is permitted.)

### 2.3 Former Public Servant

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

### Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the [Financial Administration Act](#), R.S., 1985, c. F-11, a former member of the Canadian

Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- 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.

## 2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 10 calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

## 2.5 Applicable Laws

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

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

## 2.6 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including Contract award.
- (b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:
  - Office of the Procurement Ombudsman (OPO)
  - Canadian International Trade Tribunal (CITT)
- (c) Suppliers should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. The Connect service system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

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

Section I: Technical Bid  
Section II: Financial Bid  
Section III: Certifications  
Section IV: Additional Information

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

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

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

Bidders must submit their Technical bid in accordance with Annex I- Mandatory Technical Evaluation Criteria.

In their technical bid, where applicable, 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**

**3.1.1** Bidders must submit their financial bid in accordance with Annex J- Financial Evaluation Criteria.

#### **3.1.2 Electronic Payment of Invoices – Bid**

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

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

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



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### **3.1.3 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.

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## **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 Phased Bid Compliance Process**

##### **4.1.1.1 (2018-07-19) General**

- (a) Canada is conducting the PBCP described below for this requirement.
- (b) Notwithstanding any review by Canada at Phase I or II of the PBCP, Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada.

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PBCP ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III THAT THE BID IS NON-RESPONSIVE, EVEN FOR MANDATORY

REQUIREMENTS WHICH WERE SUBJECT TO REVIEW IN PHASE I OR II AND NOTWITHSTANDING THAT THE BID HAD BEEN FOUND RESPONSIVE IN SUCH EARLIER PHASE. CANADA MAY DEEM A BID TO BE NON-RESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE.

THE BIDDER ALSO ACKNOWLEDGES THAT ITS RESPONSE TO A NOTICE OR A COMPLIANCE ASSESSMENT REPORT (CAR) (EACH DEFINED BELOW) IN PHASE I OR II MAY NOT BE SUCCESSFUL IN RENDERING ITS BID RESPONSIVE TO THE MANDATORY REQUIREMENTS THAT ARE THE SUBJECT OF THE NOTICE OR CAR, AND MAY RENDER ITS BID NON-RESPONSIVE TO OTHER MANDATORY REQUIREMENTS.

- (c) Canada may, in its discretion, request and accept at any time from a Bidder and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Bidder has specified as the price or of any component thereof that is subject to evaluation. This shall not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive.
- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2020-05-28) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection (c).
- (e) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion.

The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

#### 4.1.1.2 (2018-03-13) Phase I: Financial Bid

- (a) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.
- (b) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- (c) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- (d) For Bids other than those described in c), Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders shall not be entitled to submit any additional information in respect of their Financial Bid.
- (e) The Bidders who have been sent a Notice shall have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the Notice.
- (f) In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. All submitted information must comply with the requirements of this solicitation.
- (g) Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in response to the Notice will replace, in full, **only** that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.

- (h) Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase II review.

#### **4.1.1.3 (2018-03-13) Phase II: Technical Bid**

- (a) Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.
- (b) Canada will send a written notice to the Bidder (Compliance Assessment Report or "CAR") identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder shall not be entitled to submit any response to the CAR.
- (c) A Bidder shall have the period specified in the CAR (the "Remedy Period") to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.
- (d) The Bidder's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional

information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.

- (e) The Bidder's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder's Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder's own risk. All submitted information must comply with the requirements of this solicitation.

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- (f) Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, **only** that part of the original Bid as is permitted in this Section.
- (g) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Bidder shall bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid
- (h) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

#### **4.1.1.4 (2018-03-13) Phase III: Final Evaluation of the Bid**

- (a) In Phase III, Canada will complete the evaluation of all Bids found responsive to the requirements reviewed at Phase II. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) A Bid is non-responsive and will receive no further consideration if it does not meet all mandatory evaluation criteria of the solicitation.

#### **4.1.2 (2017-07-31) Technical Evaluation**

Mandatory technical evaluation criteria are included in Annex I- Mandatory Technical Evaluation Criteria.

##### **4.1.2.1 (2017-07-31) Mandatory Technical Criteria**

The Phased Bid Compliance Process will apply to all mandatory technical evaluation criteria.

#### **4.2 Financial Evaluation**

##### **4.2.1 Mandatory Financial Criteria**

SACC Manual Clause [A0222T](#) (2014-06-26), Evaluation of Price-Canadian/Foreign Bidders

The bid prices will be evaluated using the Financial Evaluation Table in Annex J- Financial Evaluation Criteria.

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### **4.3 Basis of Selection – Mandatory Technical Criteria**

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

## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

### 5.1 Certifications Required with the Bid

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

#### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

#### 5.1.2.3 COVID-19 vaccination requirement certification

In accordance with the COVID-19 Vaccination Policy for Supplier Personnel, all Bidders must provide with their bid, the COVID-19 Vaccination Requirement Certification attached to this bid solicitation, to be given further consideration in this procurement process. This Certification incorporated into the bid solicitation on its closing date is incorporated into, and forms a binding part of any resulting Contract.

#### COVID-19 Vaccination Requirement Certification

I, \_\_\_\_\_ (*first and last name*), as the representative of  
\_\_\_\_\_ (*name of business*) pursuant to  
\_\_\_\_\_ (*insert solicitation number*), warrant and certify that all  
personnel that \_\_\_\_\_ (*name of business*) will provide on the  
resulting Contract who access federal government workplaces where they may come into contact with  
public servants will be:

- a. fully vaccinated against COVID-19;
- b. for personnel that are unable to be vaccinated due to a certified medical contraindication, religion or other prohibited grounds of discrimination under the *Canadian Human Rights Act*, subject to accommodation and mitigation measures that have been presented to and approved by Canada;  
or
- c. partially vaccinated against COVID-19 for a period of up to 10 weeks from the date of their first dose and subject to temporary measures that have been presented to and approved by Canada, immediately after which period the personnel will meet the conditions of (a) or (b) or will no longer access federal government workplaces where they may come into contact with public servants under this Contract;

until such time that Canada indicates that the vaccination requirements of the COVID-19 Vaccination Policy for Supplier Personnel are no longer in effect.

I certify that all personnel provided by \_\_\_\_\_ (*name of business*) have been notified of the vaccination requirements of the Government of Canada's COVID-19 Vaccination Policy for Supplier Personnel, and that the \_\_\_\_\_ (*name of business*) has certified to their compliance with this requirement.

I certify that the information provided is true as of the date indicated below and will continue to be true for the duration of the Contract. I understand that the certifications provided to Canada are subject to verification at all times. I also understand that Canada will declare a Contractor in default, if a certification is found to be untrue, whether made knowingly or unknowingly, during the bid or Contract period. Canada reserves the right to ask for additional information to verify the certifications. Failure to comply with any request or requirement imposed by Canada will constitute a default under the Contract.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Optional

For data purposes only, initial below if your business already has its own mandatory vaccination policy or requirements for employees in place. Initialing below **is not** a substitute for completing the mandatory certification above.

Initials: \_\_\_\_\_

Information you provide on this Certification Form and in accordance with the Government of Canada's COVID-19 Vaccination Policy for Supplier Personnel will be protected, used, stored and disclosed in accordance with the *Privacy Act*. Please note that you have a right to access and correct any information on your file, and you have a right to file a complaint with the Office of the Privacy Commissioner regarding the handling of your personal information. These rights also apply to all individuals who are deemed to be personnel for the purpose for the Contract and who require access to federal government workplaces where they may come into contact with public servants.

## 5.2 Certifications Precedent to Contract Award and Additional Information

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

### 5.2.1 Integrity Provisions – Required Documentation

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

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

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social](#)



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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.

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

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

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

### **6.1 Security Requirements**

Before award of a Contract, the following conditions must be met:

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 and 8 - Resulting Contract Clauses;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 and 8 - Resulting Contract Clauses;
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.

### **6.2 Controlled Goods Requirement**

*SACC Manual* clause [A9130T](#) (2019-11-28) Controlled Goods Program - Bid

### **6.3 Insurance Requirements**

*SACC Manual* clause G1005C (2016-01-28) Insurance - No Specific Requirement

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## PART 7 - RESULTING CONTRACT CLAUSES - ACQUISITION CONTRACT

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 provide 9 Direct Radiography Panel Systems in accordance with the Statement of Work at Annex A- Statement of Work- Acquisition.

#### 7.1.1 Optional Goods

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex A- Statement of Work of the Contract under the same conditions and at the prices 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.

### 7.2 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.

#### 7.2.1 General Conditions

**2030** (2022-05-12), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

#### 7.2.2 Supplemental General Conditions

**4006** (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground Information, apply to and form part of the Contract.

### 7.3 Security Requirements

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

#### 7.3.1 SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:

- a) Security Requirements Check List and security guide (if applicable), attached at Annex E;
- b) *Contract Security Manual* (Latest Edition).

### 7.3.2 SECURITY REQUIREMENTS FOR FOREIGN SUPPLIERS

The Canadian Designated Security Authority (Canadian DSA) is the Industrial Security Sector (ISS), Public Works and Government Services Canada (PWGSC), administered by International Industrial Security Directorate (IISD). The Canadian DSA is the authority for confirming **Contractor** compliance with the security requirements for foreign suppliers. The following security requirements apply to the foreign recipient **Contractor** incorporated or authorized to do business in a jurisdiction other than Canada and delivering outside of Canada the services listed and described in the subsequent **Contract**.

1. The Foreign recipient **Contractor** must be from a Country within the North Atlantic Treaty Organization (NATO), the European Union (EU) or from a country with which Canada has an international bilateral security instrument. The Contract Security Program (CSP) has international bilateral security instruments with the countries listed on the following PWGSC website:  
<http://www.tpsgc-pwgsc.gc.ca/esc-src/international-eng.html>.
2. The Foreign recipient **Contractor** must, at all times during the performance of the **Contract**, hold an equivalence to a valid Designated Organization Screening (DOS), issued by the Canadian DSA as follows:
  - i. The Foreign recipient **Contractor** must provide proof that they are incorporated or authorized to do business in their jurisdiction.
  - ii. The Foreign recipient **Contractor** must not begin the work, services or performance until the Canadian Designated Security Authority (DSA) is satisfied that all Contract security requirement conditions have been met. Canadian DSA confirmation must be provided, in writing, to the foreign recipient **Contractor** in an Attestation Form, to provide confirmation of compliance and authorization for services to be performed.
  - iii. The Foreign recipient **Contractor** must identify an authorized Contract Security Officer (CSO) and an Alternate Contract Security Officer (ACSO) (if applicable) to be responsible for the overseeing of the security requirements, as defined in this Contract. This individual will be appointed by the proponent foreign recipient **Contractor's** Chief Executive officer or Designated Key Senior Official, defined as an owner, officer, director, executive, and or partner who occupy a position which would enable them to adversely affect the organization's policies or practices in the performance of the **Contract**.
  - iv. The Foreign recipient **Contractor** must not permit access to Canadian restricted sites, except to its personnel subject to the following conditions:
    - a. Personnel have a need-to-know for the performance of the **Contract**;
    - b. Personnel have been subject to a Criminal Record Check, with favourable results, from a recognized governmental agency or private sector organization in **their country** as well as a Background Verification, validated by the Canadian DSA;
    - c. The Foreign recipient **Contractor** must ensure that personnel provide consent to share results of the Criminal Record and Background Checks with the Canadian DSA and other Canadian Government Officials, if requested; and
    - d. The Government of Canada reserves the right to deny access to Canadian restricted sites to a foreign recipient **Contractor** for cause.

3. **CANADA PROTECTED** information/assets provided or generated pursuant to this **Contract** must not be further provided to a third party Foreign recipient SubContractor unless:
  - a. written assurance is obtained from the Canadian DSA to the effect that the third-party Foreign recipient SubContractor has been approved for access to **CANADA PROTECTED** information/assets by the Canadian DSA; and
  - b. written consent is obtained from the Canadian DSA, if the third-party Foreign recipient SubContractor is located in a third country.
4. The foreign recipient **Contractor** requiring access to Canadian restricted sites, under this **Contract**, must submit a Request for Site Access to the Chief Security Officer of the **Department of National Defence**.
5. In the event that a Foreign recipient **Contractor** is chosen as a supplier for this **Contract**, subsequent country-specific foreign security requirement clauses must be generated and promulgated by the Canadian DSA, and provided to the Government of Canada Contracting Authority, to ensure compliance with the security provisions, as defined by the Canadian DSA, in relation to equivalencies.
6. SubContracts which contain security requirements are **NOT** to be awarded without the prior written permission of the Canadian DSA.
7. All SubContracts awarded to a third party foreign recipient are NOT to be awarded without the prior written permission of the Canadian DSA in order to confirm the security requirements to be imposed on the subContractors.
8. All SubContracts awarded by a third party foreign recipient are NOT to be awarded without the prior written permission of the Canadian DSA in order to confirm the security requirements to be imposed on the subContractors.
9. The Foreign recipient **Contractor** must comply with the provisions of the Security Requirements Check List attached at Annex E.

#### **7.4 Term of Contract**

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

The period of the Contract is for three (3) years from date of Contract award, inclusive.

##### **7.4.2 Delivery Date**

All the deliverables must be made in accordance with Annex D- Deliver Schedule.

##### **7.4.3 Delivery Points**

Delivery of the requirement will be made to delivery point(s) specified at Annex D- Deliver Schedule.

#### **7.5 Authorities**

##### **7.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Kassandra Thomas  
Title: Procurement Specialist

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Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Simulation and Detection System  
Telephone: 343-549-3143  
E-mail address: [Kassandra.thomas@tpsgc-pwgsc.gc.ca](mailto:Kassandra.thomas@tpsgc-pwgsc.gc.ca)

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

#### **7.5.2 Procurement Authority** *(to be completed at Contract award)*

The Procurement Authority for the Contract is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

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

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a Contract amendment issued by the Contracting Authority.

#### **7.5.3 Technical Authority** *(to be completed at Contract award)*

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.

#### **7.5.4 Contractor's Representative** *(to be completed at Contract award)*

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## 7.6 Payment

### 7.6.1 Basis of Payment – Firm Unit Prices

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices per Annex C – Basis Of Payment – Acquisition Contract. 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.

### 7.6.2 Limitation of Price

SACC *Manual* clause C6000C (2017-08-17) Limitation of Price

### 7.6.3 Multiple Payments

H1001C (2008-05-12) Multiple Payments, apply to and form part of the Contract.

### 7.6.4 Electronic Payment of Invoices – Contract *(to be completed at Contract award)*

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

## 7.7 Invoicing Instructions

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

Invoices must be distributed as follows:

- a. One (1) copy must be forwarded to the Procurement Authority identified under the section entitled "Authorities" of the Contract.
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## 7.8 Certifications and Additional Information

### 7.8.1 Compliance

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

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

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

## 7.9 Applicable Laws

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

## 7.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2030 (2022-05-12), General Conditions - Higher Complexity - Goods;
- (c) the supplemental general conditions 4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground Information, apply to and form part of the Contract.);
- (d) Annex A, Statement of Work;
- (e) Annex C, Basis of Payment;
- (f) Annex E, Security Requirements Check List;
- (g) the signed Task Authorizations (including all of its annexes, if any); and
- (h) the Contractor's bid dated \_\_\_\_\_ (to be completed at Contract award).

## 7.11 Defence Contract

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

## 7.12 Foreign Nationals (Canadian Contractor OR Foreign Contractor)

SACC Manual clause [A2000C](#) (2006-06-16) Foreign Nationals (Canadian Contractor)

SACC Manual clause [A2001C](#) (2006-06-16) Foreign Nationals (Foreign Contractor)

## 7.13 Insurance Requirements

SACC Manual clause [G1005C](#) (2016-01-28) Insurance - No Specific Requirement

## 7.14 Controlled Goods

SACC Manual clause [B4060C](#) (2011-05-16), Controlled Goods

## 7.15 Controlled Goods Program - Contract

SACC Manual clause [A9131C](#) (2020-11-19), Controlled Goods Program – Contract

## 7.16 Dispute Resolution

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the Contract.



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

#### **7.17 Bar Coding - Package Marking**

The Contractor must apply, on the package, bar code information for all items, with Application Identifier 7001, using bar code symbology UCC/EAN-128 (Uniform Code Council/EAN International). Below the bar code symbol, the Contractor must apply the Human-Readable Interpretation (HRI) markings.

The bar code marking(s) must be legible, applied to a printable surface or label and positioned in accordance with the Canadian Forces Packaging Specification D-LM-008-002/SF-001, marking for Storage and Shipment (in effect at the closing date of the bid solicitation).

#### **7.18 Wood Packaging materials**

SACC Manual clause D2025C (2017-08-17) Wood packaging materials

#### **7.19 Delivery of Dangerous Goods/Hazardous Products**

SACC Manual clause D3010C (2016-01-28) Delivery of Dangerous Goods/Hazardous Products

#### **7.20 Packaging requirements using Specification D-LM-008-036/SF-000**

The Contractor must prepare items for delivery with the latest issue of the Canadian Forces Packaging Specification D-LM-008-036/SF-000, DND Minimum requirements for Manufacturer's Standard Pack.

#### **7.21 Palletization**

SACC Manual clause D6010C (2007-11-30) Palletization

#### **7.22 ISO 9001:2015 - Quality Management Systems - Requirements (Quality Assurance Code C)**

SACC Manual Clause D5545C (2019-05-30) ISO 9001:2015 Quality Management Systems – Requirements (Quality Assurance Code C)

#### **7.23 Quality Assurance Authority**

SACC Manual Clause D5510C (2017-08-17) Quality assurance authority (Department of National Defence): Canadian-based Contractor

SACC Manual Clause D5515C (2010-01-11) Quality assurance authority (Department of National Defence): Foreign-based and United States Contractor

#### **7.24 Shipping instructions: Delivery at Destination**

The Contractor must deliver the goods to Canadian Forces (CF) Supply Depots by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the Depot Traffic Section at the

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appropriate location shown below. The consignee may refuse shipments when prior arrangements have not been made.

7 CF Supply Depot Lancaster Park  
Edmonton, Alta  
Email: [Edm7CFSDNMDS@forces.gc.ca](mailto:Edm7CFSDNMDS@forces.gc.ca)

Base switchboard phone: 780-970-4011, Traffic Section extensions: 4520, 4521, 4519, 4200 and 4971.

## **7.25 Customs Duties – Contractor Importer**

SACC Manual clause C2611C (2007-11-30) Customs Duties – Contractor Importer

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## **PART 8 - RESULTING CONTRACT CLAUSES - IN-SERVICE SUPPORT**

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

### **8.1 Statement of Work**

The Contractor must perform the Work in accordance with the Statement of Work at Annex B- Statement of Work- In-Service Support.

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

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex B- Statement of Work- In-Service Support under the same conditions and at the prices 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.

#### **8.1.2 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.

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

1. The Technical Authority will provide the Contractor with a description of the task using the DND 626 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 15 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.

##### **8.1.2.2 Task Authorization Limit**

The Technical Authority may authorize individual task authorizations up to a limit of \$20,000.00  
Applicable Taxes included, inclusive of any revisions.

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

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### 8.1.2.3 Canada's Obligation - Portion of the Work - Task Authorizations

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

### 8.1.2.4 Periodic Usage Reports - Contracts with Task Authorizations

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

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

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

This report must be submitted no later than March 1<sup>st</sup> every year.

### Reporting Requirement- Details

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

#### For each authorized task:

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

#### For all authorized tasks:

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

### 8.1.2.5 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by *(to be inserted at Contract award)*. This process includes monitoring, controlling and reporting on expenditures of the Contract with task authorizations to the Contracting Authority.

## 8.2 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.

## 8.2.1 General Conditions

2035 (2022-05-12), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

## 8.2.2 Supplemental General Conditions

4011 (2012-07-16) Goods – Medium Complexity, apply to and form part of the Contract.

4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground Information, apply to and form part of the Contract.

### 8.2.2.1 Compliance with on-site measures standing orders, policies and rules

The Contractor must comply and ensure that its employees and subContractors comply with all security measures, standing orders, policies or other rules in force at the site where the Work is performed.

## 8.3 Security Requirements

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

### 8.3.1 SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC.
3. SubContracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
  - a) Security Requirements Check List and security guide (if applicable), attached at Annex E;
  - b) *Contract Security Manual* (Latest Edition).

### 8.3.2 SECURITY REQUIREMENTS FOR FOREIGN SUPPLIERS

The Canadian Designated Security Authority (Canadian DSA) is the Industrial Security Sector (ISS), Public Works and Government Services Canada (PWGSC), administered by International Industrial Security Directorate (IISD). The Canadian DSA is the authority for confirming **Contractor** compliance with the security requirements for foreign suppliers. The following security requirements apply to the foreign recipient **Contractor** incorporated or authorized to do business in a jurisdiction other than Canada and delivering outside of Canada the services listed and described in the subsequent **Contract**.

1. The Foreign recipient **Contractor** must be from a Country within the North Atlantic Treaty Organization (NATO), the European Union (EU) or from a country with which Canada has an international bilateral security instrument. The Contract Security Program (CSP) has international bilateral security instruments with the countries listed on the following PWGSC website:  
<http://www.tpsgc-pwgsc.gc.ca/esc-src/international-eng.html>.

2. The Foreign recipient **Contractor** must, at all times during the performance of the **Contract**, hold an equivalence to a valid Designated Organization Screening (DOS), issued by the Canadian DSA as follows:

- I. The Foreign recipient Contractor must provide proof that they are incorporated or authorized to do business in their jurisdiction.
- II. The Foreign recipient Contractor must not begin the work, services or performance until the Canadian Designated Security Authority (DSA) is satisfied that all Contract security requirement conditions have been met. Canadian DSA confirmation must be provided, in writing, to the foreign recipient Contractor in an Attestation Form, to provide confirmation of compliance and authorization for services to be performed.
- III. The Foreign recipient Contractor must identify an authorized Contract Security Officer (CSO) and an Alternate Contract Security Officer (ACSO) (if applicable) to be responsible for the overseeing of the security requirements, as defined in this Contract. This individual will be appointed by the proponent foreign recipient Contractor's Chief Executive officer or Designated Key Senior Official, defined as an owner, officer, director, executive, and or partner who occupy a position which would enable them to adversely affect the organization's policies or practices in the performance of the Contract.
- IV. The Foreign recipient Contractor must not permit access to Canadian restricted sites, except to its personnel subject to the following conditions:
  - a. Personnel have a need-to-know for the performance of the Contract;
  - b. Personnel have been subject to a Criminal Record Check, with favourable results, from a recognized governmental agency or private sector organization in their country as well as a Background Verification, validated by the Canadian DSA;
  - c. The Foreign recipient Contractor must ensure that personnel provide consent to share results of the Criminal Record and Background Checks with the Canadian DSA and other Canadian Government Officials, if requested; and
  - d. The Government of Canada reserves the right to deny access to Canadian restricted sites to a foreign recipient Contractor for cause.

3. **CANADA PROTECTED** information/assets provided or generated pursuant to this **Contract** must not be further provided to a third party Foreign recipient SubContractor unless:

- a. written assurance is obtained from the Canadian DSA to the effect that the third-party Foreign recipient SubContractor has been approved for access to CANADA PROTECTED information/assets by the Canadian DSA; and
- b. written consent is obtained from the Canadian DSA, if the third-party Foreign recipient SubContractor is located in a third country.

4. The foreign recipient **Contractor** requiring access to Canadian restricted sites, under this **Contract**, must submit a Request for Site Access to the Chief Security Officer of the **Department of National Defence**.

5. In the event that a Foreign recipient **Contractor** is chosen as a supplier for this **Contract**, subsequent country-specific foreign security requirement clauses must be generated and promulgated by the Canadian DSA, and provided to the Government of Canada Contracting Authority, to ensure compliance with the security provisions, as defined by the Canadian DSA, in relation to equivalencies.

6. SubContracts which contain security requirements are **NOT** to be awarded without the prior written permission of the Canadian DSA.

7. All SubContracts awarded to a third party foreign recipient are NOT to be awarded without the prior written permission of the Canadian DSA in order to confirm the security requirements to be imposed on the subContractors.

8. All SubContracts awarded by a third party foreign recipient are NOT to be awarded without the prior written permission of the Canadian DSA in order to confirm the security requirements to be imposed on the subContractors.

9. The Foreign recipient **Contractor** must comply with the provisions of the Security Requirements Check List attached at Annex E.

## **8.4 Term of Contract**

### **8.4.1 Period of the Contract**

The period of Contract is three (3) years and the work is to start upon acceptance of the First Digital Radiography Panel Systems under the Acquisition Contract.

### **8.4.2 Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to seven (7) 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 15 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a Contract amendment.

### **8.4.3 Delivery Points**

Delivery of the requirement will be specified per Task-Authorization.

## **8.5 Authorities**

### **8.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Kassandra Thomas  
Title: Procurement Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Simulation and Detection System  
Telephone: 343-549-3143  
E-mail address: Kassandra.thomas@tpsgc-pwgsc.gc.ca

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

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### 8.5.2 Procurement Authority *(to be completed at Contract award)*

The Procurement Authority for the Contract is:

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

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a Contract amendment issued by the Contracting Authority.

### 8.5.3 Technical Authority *(to be completed at Contract award)*

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.

### 8.5.4 Contractor's Representative *(to be completed at Contract award)*

## 8.6 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.

## 8.7 Payment

### 8.7.1 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 F.



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.

**8.7.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations** *(to be completed at Contract award)*

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.

**8.7.3 Price Certification**

The Contractor certifies that the price proposed is not in excess of the lowest price charged anyone else, including the Contractor's most favoured customer, for the like quality and quantity of the goods, services or both.

**8.7.4 Multiple Payments**

H1001C (2008-05-12) Multiple Payments, apply to and form part of the Contract.

**8.7.5 Electronic Payment of Invoices – Contract**

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s): *(to be inserted at Contract award)*

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);

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f. Large Value Transfer System (LVTS) (Over \$25M)

#### **8.7.6 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.

#### **8.8 Travel and Living Expenses - No allowance for profit and overhead**

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, in accordance with Contract Cost Principles 1031-2, with no allowance for profit and/or administrative overhead. All payments are subject to government audit.

#### **8.9 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:

- a) One (1) copy must be forwarded to the Procurement Authority identified under the section entitled "Authorities" of the Contract.
- b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

#### **8.10.1 Compliance**

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

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

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

#### **8.11 Applicable Laws**

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

#### **8.12 Priority of Documents**

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

- (a) the Articles of Agreement;

- (b) the general conditions 2035 (2022-05-12), - Higher Complexity – Services
- (c) the supplemental general conditions 4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground Information, and 4011 (2012-07-16) Goods-Medium Complexity;
- (d) Annex B, Statement of Work- In-Service Support;
- (e) Annex C, Basis of Payment;
- (f) Annex E, Security Requirements Check List;
- (g) the signed Task Authorizations (including all of its annexes, if any); and
- (i) the Contractor's bid dated \_\_\_\_\_, (to completed at Contract award)

### 8.13 Defence Contract

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

### 8.14 Foreign Nationals (Canadian Contractor OR Foreign Contractor)

SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

SACC Manual clause A2001C (2006-06-16) Foreign Nationals (Foreign Contractor)

### 8.15 Insurance

SACC Manual clause G1005C (2016-01-28) Insurance - No Specific Requirement

### 8.16 Dispute Resolution

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

### 8.17 Bar Coding - Package Marking

The Contractor must apply, on the package, bar code information for all items, with Application Identifier 7001, using bar code symbology UCC/EAN-128 (Uniform Code Council/EAN International). Below the bar code symbol, the Contractor must apply the Human-Readable Interpretation (HRI) markings.

The bar code marking(s) must be legible, applied to a printable surface or label and positioned in accordance with the Canadian Forces Packaging Specification D-LM-008-002/SF-001, marking for Storage and Shipment (in effect at the closing date of the bid solicitation).

### 8.18 Wood Packaging materials

SACC Manual clause D2025C (2017-08-17) Wood packaging materials

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## **8.19 Delivery of Dangerous Goods/Hazardous Products**

SACC Manual clause D3010C (2016-01-28) Delivery of Dangerous Goods/Hazardous Products

## **8.20 Packaging requirements using Specification D-LM-008-036/SF-000**

The Contractor must prepare items for delivery with the latest issue of the Canadian Forces Packaging Specification D-LM-008-036/SF-000, DND Minimum requirements for Manufacturer's Standard Pack.

## **8.21 Palletization**

SACC Manual clause D6010C (2007-11-30) Palletization

## **8.22 ISO 9001:2015 Quality Management Systems – Requirements (Quality Assurance C)**

SACC Manual Clause D5545C (2019-05-30) ISO 9001:2015 Quality Management Systems – Requirements (Quality Assurance Code C)

## **8.23 Quality Assurance Authority**

SACC Manual Clause D5510C (2017-08-17) Quality assurance authority (Department of National Defence): Canadian-based Contractor

SACC Manual Clause D5515C (2010-01-11) Quality assurance authority (Department of National Defence): Foreign-based and United States Contractor

## **8.24 Shipping Instructions - Delivery at Destination**

Delivered Duty Paid (DDP) 7 CFSD Edmonton, Alberta, Incoterms 2000 for shipments from a commercial Contractor.

The Contractor must deliver the goods to Canadian Forces (CF) Supply Depots by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the Depot Traffic Section at the appropriate location shown below. The consignee may refuse shipments when prior arrangements have not been made.

7 CF Supply Depot Lancaster Park  
Edmonton, Alta  
Email: [Edm7CFSDNMDS@forces.gc.ca](mailto:Edm7CFSDNMDS@forces.gc.ca)

Base switchboard phone: 780-970-4011, Traffic Section extensions: 4520, 4521, 4519, 4200 and 4971.

## **8.25 Customs Duties – Contractor Importer**

SACC Manual clause C2611C (2007-11-30) Customs Duties – Contractor Importer

STATEMENT OF WORK  
FOR THE  
DIGITAL RADIOGRAPHY PANEL SYSTEM



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document must continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originalement doivent continuer de s'appliquer.

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## **1.0 SCOPE**

### **1.1 Purpose**

- 1.1.1 This Statement of Work (SOW) defines the work requirements for the Digital Radiography Panel System (DRPS), which will be used by the Canadian Armed Forces (CAF).

### **1.2 Background**

- 1.2.1 The CAF has a mandate to render-safe and dispose of explosive ordnance, improvised explosive devices and unexploded ordnance that are located in the Canadian territory or that are found abroad on deployed operations and posing a threat to Canadian and Allied Forces.
- 1.2.2 Rendering-safe procedures requires the use of specialized tools, including diagnostic equipment like X-Ray systems to view the inside of suspicious objects or packages without disturbing them in order to safely determine their nature, internal structure and composition, and the best approach to neutralize them.

### **1.3 Intended Use**

- 1.3.1 Explosive ordnance disposal (EOD) specialists will use the DRPS inside buildings, structures, and vehicles in the field, to help view and analyze the interior of suspicious or explosive threat objects, made of organic and/or in-organic material. Given the nature of the operations on which the CAF's EOD teams will deploy, the equipment must be reliable, robust, compact, light-weight and function in semi-protected harsh environments.

### **1.4 Acronyms and Abbreviations**

CA	Contracting Authority
CAF	Canadian Armed Forces
CDRL	Contract Data Requirements List
CFB	Canadian Forces Base
CFSD	Canadian Forces Supply Depot
CFTO	Canadian Forces Technical Order
CMS	Contract Master Schedule
CNCGL	Controlled & Non-Controlled Goods List
CSR	Contract Status Report
DID	Data Item Description
DMC	Demilitarization Code
DND	Department of National Defence
DPA	Defence Product Act
DR	Digital Radiography
DRPS	Digital Radiography Panel System
ECL	Export Control List



ECCN	Export Control Classification Number
EEA	Equipment Environmental Assessment
EHS	Environmental Health and Safety
EOD	Explosive Ordnance Disposal
IAW	In Accordance With
ILS	Integrated Logistics Support
ILSM	Integrated Logistics Support Manager
ISO	International Organization for Standardization
ITAR	International Traffic in Arms Regulations
LIS	List of Items to be Supported
MRC	Maximum Repair Cost
NATO	North Atlantic Treaty Organization
NCAGE	NATO Commercial and Government Entity
NDID	National Defence Index of Documentation
NSN	NATO Stock Number
OEM	Original Equipment Manufacturer
OQRC	Operator Quick Reference Card
PA	Procurement Authority
PPB	Provisioning Parts Breakdown
PSPC	Public Service and Procurement Canada
R&O	Repair & Overhaul
RCE	Repair Cost Estimate
SDS	Safety Data Sheet
SOW	Statement of Work
SPTD	Supplementary Provisioning Technical Documentation
TA	Technical Authority
USML	United States Munitions List

## **2.0 APPLICABLE DOCUMENTS**

### **2.1 References**

- 2.1.1 Whereas mentioned, the following Standards must be used for the preparation of deliverables to the extent specified in this SOW.

#### **GOVERNMENT FURNISHED INFORMATION**

<u>REFERENCE NUMBER</u>	<u>PROMULGATION DATE</u>	<u>REFERENCE TITLE</u>
C-01-100-100/AG-008	2017-11-02	WRITER'S GUIDE FOR TECHNICAL DOCUMENTATION
C-02-007-000/AG-001	2016-01-01	CONTROLLED TECHNOLOGY ACCES AND TRANSFER (CTAT) MANUAL
C-02-008-001/TS-000	1995-02-08	GENERAL SAFETY LITHIUM BATTERIES HANDLING, STORAGE, PRESERVATION AND DISPOSAL INSTRUCTIONS
C-55-040-001/TS-002	2016-10-20	RADIO FREQUENCY SAFETY STANDARDS AND REQUIREMENTS
D-01-100-214/SF-000	2002-05-01	SPECIFICATION FOR PREPARATION OF PROVISIONING DOCUMENTATION FOR CANADIAN FORCES EQUIPMENT
D-01-400-001/SG-000	2018-01-31	STANDARD - ENGINEERING DRAWING PRACTICES
D-01-400-002/SF-000	2018-02-23	SPECIFICATION LEVELS OF ENGINEERING DRAWINGS
D-02-002-001/SG-001	2003-04-01	STANDARD – IDENTIFICATION MARKING OF CANADIAN MILITARY PROPERTY
D-LM-008-001/SF-001	1983-02-03	METHODS OF PACKAGING
D-LM-008-002/SF-001	1991-08-01	SPECIFICATION FOR MARKING FOR STORAGE AND SHIPMENT
D-LM-008-011/SF-001	1988-11-10	PREPARATION AND USE OF PACKAGING REQUIREMENTS CODES

**COMMERCIALLY AVAILABLE**

<u>REFERENCE NUMBER</u>	<u>PROMULGATION DATE</u>	<u>REFERENCE TITLE</u>
NEMA IEC 60529	N/A	DEGREES OF PROTECTION PROVIDED BY ENCLOSURES - IP CODE
R.S.C., 1985, C. H-3	1985	HAZARDOUS PRODUCTS ACT
SOR/2003-289		FEDERAL HALOCARBON REGULATIONS
SOR/2008-273		PCB REGULATIONS
SOR/2012-285		PROHIBITION OF CERTAIN TOXIC SUBSTANCES REGULATIONS
SOR/2014-254		PRODUCTS CONTAINING MERCURY REGULATIONS
SOR/2016-137		OZONE-DEPLETING SUBSTANCES AND HALOCARBON ALTERNATIVES REGULATIONS
SOR/2018-196		PROHIBITION OF ASBESTOS AND PRODUCTS CONTAINING ASBESTOS REGULATIONS

**2.2 Order of Precedence**

- 2.2.1 In the event of conflict between the content in this SOW and the referenced documents, the content of this SOW will take precedence.

### **3.0 PROJECT MANAGEMENT**

#### **3.1 Project Management Program**

- 3.1.1 The Contractor must designate a Project Manager with the responsibilities to coordinate, execute, and manage the Contractor's project management activities for the Contract. The Contractor's Project Manager must have the total responsibility for all works required under the Contract.
- 3.1.2 The Contractor's Project Manager must be the primary point of contact between the Contractor, the DND Technical Authority (TA), and the PSPC Contracting Authority for all issues related to the Contract.

#### **3.2 Contract Master Schedule**

- 3.2.1 The Contractor must provide a Contract Master Schedule (CMS) IAW Contract Data Requirement List (CDRL) DRPS-PM-001 at Appendix A2.2 (page 26) to ANNEX A and its associated Data Item Deliverable (DID) DRPS-PM-001 at Appendix A3.3 (page 32) to ANNEX A.
- 3.2.2 The Contractor must use the approved CMS as the primary schedule for managing the project.
- 3.2.3 The Contractor may amend the approved CMS, without first obtaining the TA's and Contracting Authority's approval, as long as:
  - 3.2.3.1 Payments under the contract are not affected;
  - 3.2.3.2 The milestones dates are not affected; and
  - 3.2.3.3 The ability of Canada to meet its obligations under the contract is not affected.

#### **3.3 Contract Status Report**

- 3.3.1 The Contractor must provide a Contract Status Report (CSR) IAW Contract Data Requirement List (CDRL) DRPS-PM-002 at Appendix A2.2 (page 26) to ANNEX A and its associated Data Item Deliverable (DID) DRPS-PM-002 at Appendix A3.4 (page 34) to ANNEX A.

#### **3.4 Project Meetings**

- 3.4.1 Meeting Organization and Coordination
  - 3.4.1.1 The Contractor's Project Manager must be present at the Kick-off Meeting, and at other meetings when requested by Canada. If the Project Manager does not have final approval authority for decision making and changes, then the person that has that final approval authority must also be present.
- 3.4.2 Kick-off Meeting
  - 3.4.2.1 The Contractor must hold and chair a Kick-off Meeting (at the Contractor's facility) no later than 21 calendar days after contract award to review and secure a common understanding of the following:

- 3.4.2.1.1 The requirements of the Contract;
- 3.4.2.1.2 The requirements of the SOW;
- 3.4.2.1.3 General overview of the project, risks, schedule and communication channels to follow, and
- 3.4.2.1.4 Other contractual and programmatic issues associated with the project as agreed between the TA, CA and the Contractor.
- 3.4.2.2 Refer to Meeting Documentation requirements found at ANNEX A para. 3.4.5.
- 3.4.3 Integrated Logistics Support (ILS) Meeting
  - 3.4.3.1 The Contractor must hold and chair an ILS Meeting following the closure of the Kick-Off Meeting (see 3.4.2), in order to:
    - 3.4.3.1.1 Review and secure a common understanding of the requirements expressed in the ILS CDRLs and DIDs, DND Canadian Forces Technical Orders (CFTO)s and specifications; and,
    - 3.4.3.1.2 Discuss possible sparing strategies and concepts, Lowest Replaceable Units (LRUs), and lines of maintenance.
  - 3.4.3.2 Refer to Meeting Documentation requirements found at ANNEX A para. 3.4.5.
- 3.4.4 Other meetings
  - 3.4.4.1 The Contractor and the TA may schedule informal reviews, such as teleconferences, video conferences, briefings and technical interchange meetings, to help achieve the requirements of the Contract.
- 3.4.5 Meeting Documentation
  - 3.4.5.1 The Contractor must prepare and deliver a meeting agenda for all formal meetings and conferences, and prepare and deliver the meeting minutes afterwards.
    - 3.4.5.1.1 The Contractor must provide the Meeting Agenda(s) IAW CDRL DRPS-PM-003 at Appendix A2.2 (page 26) to ANNEX A and its associated DID DRPS-PM-003 at Appendix A3.5 (page 35) to ANNEX A.
    - 3.4.5.1.2 The Contractor must record, prepare, and provide the Meeting Minutes of each meeting IAW CDRL DRPS-PM-004 at Appendix A2.2 (page 26) to ANNEX A and its associated DID DRPS-PM-004 at Appendix A3.6 (page 36) to ANNEX A.
  - 3.4.5.2 No change in the interpretation of the SOW, Technical Specification, cost, and schedule, as defined in the Contract, may be authorized by the minutes of a meeting. Such changes will require formal contract amendment by the CA.

## 4.0 INTEGRATED LOGISTICS SUPPORT (ILS)

### 4.1 Maintenance Concept

4.1.1 The DRPS will be maintainable by CAF operators in a field environment as prescribed for each item of equipment:

4.1.1.1 **Operator Maintenance** – consisting of preventive and minor corrective maintenance tasks by repair or replacement of parts, as well as equipment cleaning. Task duration generally less than one (1) hour.

4.1.2 The more in-depth maintenance tasks, consisting of corrective maintenance tasks, reconditioning of assemblies and component rebuilds, will be done through a Support Contract.

### 4.2 Instruments, Decals, Data Plates and Warnings

4.2.1 The Contractor must deliver all instruments, decals and data plates marked in metric units.

4.2.2 Where international symbols are not possible, the Contractor must provide bilingual markings in English and Canadian French, as per paragraph 4.4.4.

4.2.3 The Contractor must provide warning and precautionary data plates in both official languages of Canada (English and Canadian French) in order to protect personnel and equipment, as per paragraph 4.4.4.

### 4.3 Access to the Radiofrequency Spectrum

4.3.1 The Contractor must ensure that Radio Frequency equipment, systems, sub-systems, Configuration Items, and end products are certified by Innovation, Science and Economic Development Canada or meet Spectrum Supportability.

4.3.2 For DRPS Radio Frequency components (transmitting and receiving), the Contractor must provide the Application for Spectrum Supportability IAW CDRL DRPS-ILS-201 at Appendix A2.2 (page 26) to Annex A, and its associated DID DRPS-ILS-201 at Appendix A3.7 (page 37) to this ANNEX A.

4.3.2.1 Spectrum Supportability is granted when Radio Frequency equipment is found to be in conformity with National Spectrum Policy and Standards to ensure compatibility with existing Radio Frequency equipment, both military and civilian, currently operating in the same frequency band.

4.3.2.2 DND policy, standards, and organization for spectrum management and instructions for obtaining frequency supportability and licensing can be found in B-GT-D35-001/AG-000 (DNDP 35) Management of the Radio Frequency Spectrum. National Spectrum Policy and Standards can be found on Innovation, Science and Economic Development Canada's website (<http://www.ic.gc.ca>) at: [http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h\\_sf01841.html](http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf01841.html).

### 4.4 Technical Publication Package

4.4.1 The Contractor must prepare and deliver the following Technical Publications:

- 4.4.1.1            Operator and Comprehensive Maintenance Manual
  - 4.4.1.1.1            The Contractor must provide an Operator and Comprehensive Maintenance Manual IAW CDRL DRPS-ILS-202 at Appendix A2.2 (page 26) and its associated DID DRPS-ILS-202 at Appendix A3.8 (page 58) to this ANNEX A.
- 4.4.1.2            Operator Quick Reference Card
  - 4.4.1.2.1            The Contractor must provide an Operator Quick Reference Card IAW CDRL DRPS-ILS-203 at Appendix A2.2 (page 26) and its associated DID DRPS-ILS-203 at Appendix A3.9 (page 60) to ANNEX A.
- 4.4.1.3            Operator Training Package
  - 4.4.1.3.1            The Contractor must provide an Operator Training Package IAW CDRL DRPS-ILS-204 at Appendix A2.2 (page 26) and its associated DID DRPS-ILS-204 at Appendix A3.10 (page 62) to ANNEX A.
- 4.4.2            Front Matter
  - 4.4.2.1            The Contractor must include the following in each Technical Publication (except in the Operator Quick Reference Card):
    - 4.4.2.1.1            A cover page (a template will be provided by the Integrated Logistics Support Manager (ILSM)) showing the date the publication was issued and the model/system designation;
    - 4.4.2.1.2            A List of Effective Pages;
    - 4.4.2.1.3            A Revision Control Table;
    - 4.4.2.1.4            A detailed Table of Contents and List of Figures & Tables; and
    - 4.4.2.1.5            An Acronyms and Abbreviations table
- 4.4.3            Supplementary Information
  - 4.4.3.1            The Contractor must provide supplementary information, in the portions of text that require it, with one or more of the following notices, in the order listed:
    - 4.4.3.1.1            **Danger.** The danger advisory will be used to draw attention to an extreme, violent and continuous hazard to life;
    - 4.4.3.1.2            **Warning.** The warning advisory will be used to emphasize an operating or maintenance procedure, practice, condition, statement, which if not strictly observed, could result in injury to or death of personnel;
    - 4.4.3.1.3            **Caution.** The caution advisory will be used to emphasize an operating or maintenance procedure, practice, condition, statement, which if not strictly observed, could result in maintenance, damage to or destruction of equipment, loss of mission effectiveness or long-term health hazards to personnel;

4.4.3.1.4            **Note.** The note will be used to point out a procedure, event or practice that is desirable to highlight; and,

4.4.3.1.5            **Example.** The example will be used when required to clarify the preceding text.

#### 4.4.4            Official Language Requirements

4.4.4.1            The Contractor must deliver all Technical Publications in English and Canadian French.

4.4.4.2            The Contractor must have all Technical Publications translated by certified translators, such as members of an authorized provincial association of translators, to ensure the quality of translated text.

4.4.4.3            The Contractor must ensure all translations are consistent with approved DND terminology. Approved terminology sources, in order of priority, are as follows:

4.4.4.3.1            Canadian Oxford Dictionary Second Edition (for English);

4.4.4.3.2            Le Petit Robert Edition 2017 (for French); and

4.4.4.3.3            Termium, PSPC Translation Bureau Linguistic Data Bank (<http://www.termiumplus.gc.ca/>);

4.4.4.4            The Contractor must review and accept responsibility for the validity of all (both their own and all sub-Contractors) information found in the Technical Publications.

### 4.5            Provisioning Documentation

4.5.1            The Provisioning Documentation (PD) lists and describes in detail the parts that make up the DRPS as well as all specialized and specific items required to support the use and maintenance of the DRPS. The PD allows the DRPS's Integrated Logistics Support Manager (ILSM) to plan and implement a sparing and support strategy.

4.5.2            Included in the PD are all the procurable parts — either from the Contractor or a third-party — of the DRPS to the Lowest Replaceable Unit (LRU). Also considered procurable parts are the consumables required to operate and maintain the DRPS (chemicals, specific lubricants, etc.) and specialized equipment (special tools, training aids, transport containers, etc.) specific to the DRPS.

4.5.3            The Contractor must prepare and deliver the following Provisioning Documentation:

#### 4.5.3.1            Provisioning Parts Breakdown

4.5.3.1.1            The Contractor must provide a Provisioning Parts Breakdown IAW CDRL DRPS-ILS-205 at Appendix A2.2 (page 26) and its associated DID DRPS-ILS-205 at Appendix A3.11 (page 64) to this ANNEX A.

#### 4.5.3.2            Supplementary Provisioning Technical Documentation

4.5.3.2.1            The Contractor must provide Supplementary Provisioning Technical Documentation IAW CDRL DRPS-ILS-206 at Appendix A2.2 (page 26)



and its associated DID DRPS-ILS-206 at Appendix A3.12 (page 67) to this ANNEX A.

#### **4.6 Identification Plates**

- 4.6.1 The Contractor must provide Identification Plates – Design Template & Populated Designs IAW CDRL DRPS-ILS-207 at Appendix A2.2 (page 26) and its associated DID DRPS-ILS-207 at Appendix A3.13 (page 69) to this ANNEX A.
- 4.6.2 The Contractor must attach Identification Plates to the following components for ease of tracking within the Canadian Forces Supply System:
  - 4.6.2.1 Prime Equipment;
  - 4.6.2.2 Spares;
  - 4.6.2.3 Training Equipment, if any;
  - 4.6.2.4 Transportation, Shipping, Storage Containers that are not single-use;
  - 4.6.2.5 Support Equipment (excluding common tools), and
  - 4.6.2.6 Automatic Test Equipment.

#### **4.7 Controlled & Non-Controlled Goods List**

- 4.7.1 The Contractor must provide the Controlled & Non-Controlled Goods List with the Demilitarization Code (DMC) IAW DRPS-ILS-208 at Appendix A2.2 (page 26) and its associated DID DRPS-ILS-208 at Appendix A3.14 (page 71) to this ANNEX A.

#### **4.8 Identification Labels for Storage & Shipment and Packaging Codes**

- 4.8.1 The Contractor must supply all parts and equipment, packaged and packed as per D-LM-008-001/SF-001 following:
  - 4.8.1.1 Level C Minimum Military Package;
  - 4.8.1.2 Level C Minimum Military Pack;
- 4.8.2 The Contractor must label all packaging, produced under 4.8.1 above, as per D-LM-008-002/SF-001, using D-LM-008-011/SF-001 to prepare the required codes for packaging and preservation.
- 4.8.3 The Contractor must provide Identification Labels for Storage & Shipment and Packaging Codes IAW CDRL DRPS-ILS-209 at Appendix A2.2 (page 26) to Annex A, and its associated DID DRPS-ILS-209 at Appendix A3.15 (page 73) to this ANNEX A.

#### **4.9 List of Items to be Supported (for Support SOW)**

- 4.9.1 The Contractor must provide a List of Items to be Supported IAW CDRL DRPS-ILS-210 at Appendix A2.2 (page 26) to Annex A, and its associated DID DRPS-ILS-210 at Appendix A3.16 (page 75) to this ANNEX A.

## 4.10 Training Session

- 4.10.1 The Contractor must provide the Training Session after delivery of the DRPS.
  - 4.10.1.1 Scheduling of the Training Session will be done after contract award, and jointly planned between the DND and the Contractor.
- 4.10.2 The Contractor must provide the Training Session consisting of:
  - 4.10.2.1 Operator Training Session (train-the-trainer type) for one (1) to ten (10) students with a course length of one (1) day.
- 4.10.3 The Contractor must provide the Training Session in English. The instructor(s) must be bilingual or have assistance from a bilingual Subject Matter Expert in order to understand and answer questions from students in both official languages: English and Canadian French.
- 4.10.4 The Contractor must provide Instructor(s) that are Subject Matter Experts on the DRPS equipment being provided.
- 4.10.5 The Contractor must use the approved and accepted **Operator Training Package** for the Training Session(s), and course lessons must follow the content found within the training package.
- 4.10.6 The Contractor must provide the course material listed within the **Operator Training Package** CDRL as being 'Issued to Students at Training Session(s)', and all course material and handouts must be provided in English and Canadian French.
- 4.10.7 The Contractor must use the DRPS(s) and additional training material identified in the **Operator Training Package Instructor Lesson Plan**, for the Training Session.
  - 4.10.7.1 The Contractor must provide the additional training material that is listed in the **Operator Training Package Instructor Lesson Plan** as 'supplied by the Contractor'.
    - 4.10.7.1.1 Canada will supply the scenario objects for the Training Session.
  - 4.10.7.2 The Contractor must set-up the DRPS(s) and additional training material that is listed in the **Operator Training Package Instructor Lesson Plan** as 'supplied by the Contractor', for the Training Session.

## **5.0 ENVIRONMENTAL HEALTH AND SAFETY**

### **5.1 General**

- 5.1.1 Substances listed under Prohibition of Certain Toxic Substances Regulations (SOR/2012-285) must not be incorporated in any part of the equipment.
- 5.1.2 Asbestos and asbestos containing products must not be incorporated in any part of the equipment, in accordance with the Prohibition of Asbestos and Products containing Asbestos Regulations (SOR/2018-196).
- 5.1.3 Halocarbons that are incorporated into the design of equipment, must comply with the Federal Halocarbon Regulations (SOR/2003-289) and the Ozone-depleting Substances and Halocarbon Alternatives Regulations (SOR/2016-137). If such substances must be used, the Contractor must:
  - 5.1.3.1 Inform the Technical Authority by identifying the substance(s).
  - 5.1.3.2 Identify the specific location within the equipment and its concentration.
- 5.1.4 The Mercury that is present in any part of the equipment, must comply with the mercury content limit as identified in the Products Containing Mercury Regulations (SOR/2014-254). If such substances must be used, the Contractor must:
  - 5.1.4.1 Inform the Technical Authority by identifying the substance(s).
  - 5.1.4.2 Identify the specific location within the equipment and its concentration.
- 5.1.5 Polychlorobiphenyl (PCBs) that are present in any part of the equipment, must comply with the PCB Regulations (SOR/2008-273). If such substances must be used, the Contractor must:
  - 5.1.5.1 Inform the Technical Authority by identifying the substance(s).
  - 5.1.5.2 Identify the specific location within the equipment and its concentration.
- 5.1.6 The Department is committed to the Federal programs to reduce and eliminate emissions from toxic substances. Contractors must identify and submit justifications for the use of all regulated products and those containing substances identified within the National Pollutant Release Inventory (NPRI, <https://www.canada.ca/en/environment-climate-change/services/national-pollutant-release-inventory/substances-list/threshold.html>) and List of Challenge Substances (<https://www.canada.ca/en/health-canada/services/chemical-substances/challenge/list.html>), and also the Toxic substances list (those identified within Schedule 1 of the Canadian Environmental Protection Act: <https://www.canada.ca/en/environment-climate-change/services/canadian-environmental-protection-act-registry/substances-list/toxic/schedule-1.html>) to the technical authority for approval.
- 5.1.7 Canada Labour Code, Part II dictates that the least hazardous materials should be used at the workplace. Therefore, the Contractor is to strive to use the least hazardous product that meets the requisite performance requirements.

- 5.1.8 The Contractor must incorporate Environmental Health and Safety (EHS) warnings and instructions in direct relation of the EHS risks presented in the contents into documentation.

## **5.2 Environmental Management System**

- 5.2.1 The Contractor must have a management system in place to control environmental, health and safety impacts resulting from their activities, products and services.
- 5.2.2 The Contractor must have a formalized set of procedures and control measures in place to achieve conformance with the requirements of this Work, while ensuring environmental, health and safety protection and pollution prevention.
- 5.2.3 The Contractor must also make reasonable effort to monitor that all subcontractors are in compliance with applicable environmental laws and regulations.

## **5.3 EHS Packaging Labels**

- 5.3.1 The Contractor must label and ship goods falling within the Hazardous Products Act, R.S.C. 1985, C. H-3 and regulation(s) there under, in accordance with the said Act and regulation(s).
- 5.3.1.1 The Contractor must clearly identify the contents of the hazardous material with labels, and the SDS must explain what those hazards are.

## **5.4 Equipment Environmental Assessment**

- 5.4.1 The Contractor must provide an Equipment Environmental Assessment (EEA) IAW CDRL DRPS-ILS-211 at Appendix A2.2 (page 26) to Annex A, and its associated DID DRPS-ILS-211 at Appendix 0 (page 77) to this ANNEX A.
- 5.4.2 The Contractor must include appropriate warnings and instructions to mitigate these risks in technical documents.
- 5.4.3 The Contractor may provide confidential information in a separate document.

## **6.0 TECHNICAL REQUIREMENTS**

### **6.1 Overview**

6.1.1 The Contractor must comply with all specified requirements of the DRPS, stated in:

6.1.1.1 A1.0 APPENDIX: DRPS TECHNICAL SPECIFICATION

## A1.0 APPENDIX: DRPS TECHNICAL SPECIFICATION

### A1.1 System Requirements

#### A1.1.1 General

- A1.1.1.1 The Digital Radiography Panel System (DRPS) must be based on proven, fielded equipment that is in-service with a North Atlantic Treaty Organization (NATO) or American, British, Canadian, Australian military partner or police agency of those countries.
- A1.1.1.2 The DRPS must consist of the following components, and is further described in detail under the **System Component Requirements** section:
  - A1.1.1.2.1 One (1) Digital Radiography (DR) Panel, and cable set;
  - A1.1.1.2.2 Two (2) DR Panel Support Structures;
  - A1.1.1.2.3 Imaging Software (including Database);
  - A1.1.1.2.4 One (1) Battery Charging System; and
  - A1.1.1.2.5 One (1) Hard Transport Container for the above components.
- A1.1.1.3 The DRPS must include (stored within the Hard Transport Container) all tools required to setup and maintain the DRPS in accordance with the **Operator Maintenance** Concept ANNEX A paragraph 4.1.1.1 (page 10).
- A1.1.1.4 The DRPS must include (stored within the Hard Transport Container without needing to be folded or otherwise distorted from flat) the Technical Publication(s) listed within the CDRL(s) as being 'Issued with each DRPS'.

#### A1.1.2 Transportability

- A1.1.2.1 The DRPS, when stored within the Hard Transport Container, must be transportable with no more than 10 minutes preparation time.
- A1.1.2.2 The DRPS must be transportable by fixed and rotary wing aircraft, cargo ships, rail, and commercial and military wheeled vehicles on highways and cross-country.

#### A1.1.3 Electrical Protection Requirements

- A1.1.3.1 DRPS must be protected with fuses or circuit breakers to provide current surge protection for electronics.
- A1.1.3.2 If any Lithium or Lithium-polymer batteries are used in the DRPS, then the procedures must be in accordance with C-02-008-001/TS-000 General Safety Lithium Batteries Handling, Storage Preservation and Disposal Instructions.

## **A1.2 System Component Requirements**

### **A1.2.1 DR Panel**

- A1.2.1.1 The DR Panel must be reusable.
- A1.2.1.2 The DR Panel must be of the Digital Radiography type without any moving parts.
- A1.2.1.3 The DR Panel must connect to and control the Golden Engineering XRS-3 (NSN 01-608-7857), that is in-service with DND, as a source to generate the X-rays.
  - A1.2.1.3.1 Cable length between the DR Panel and XRS-3 must be no less than two (2) m.
- A1.2.1.4 The DR Panel must operate in wireless and wired mode:
  - A1.2.1.4.1 Wired Link Mode
    - A1.2.1.4.1.1 The DR Panel must have the following two (2) Ethernet based hardwired links from the DR Panel to the GETAC® V110 G5 computer, that uses the Transmission Control Protocol/Internet Protocol (TCP/IP) communication protocols:
      - A1.2.1.4.1.1.1 Hardwired link cable of no less than two (2) m.
      - A1.2.1.4.1.1.2 Hardwired link cable of no less than 50 m.
  - A1.2.1.4.2 Wireless Link Mode
    - A1.2.1.4.2.1 The DR Panel must have a wireless link mode from the DR Panel to the GETAC® V110 G5 computer with a range of no less than 200 m.

### **A1.2.2 DR Panel Support Structure**

- A1.2.2.1 The DR Panel Support Structure must allow for the DR Panel to be positioned and held securely next to the object being X-rayed.

### **A1.2.3 Imaging Software (including Database)**

- A1.2.3.1 The Imaging Software must operate on the GETAC® V110 G5 computer, system specifications are as follows:
  - A1.2.3.1.1 Windows® 10 Enterprise 64 bit;
  - A1.2.3.1.2 8<sup>th</sup> Gen Intel® Core™ i5-8365U vPro™ processor;
  - A1.2.3.1.3 Memory 16GB SDRAM;
  - A1.2.3.1.4 Display 11.6" HD 1920 x 1080;
  - A1.2.3.1.5 Video card Intel® HD Graphics 620;
  - A1.2.3.1.6 Storage 512GB removable SSD;

- A1.2.3.2      The Imaging Software must be provided electronically so that it can be imaged (installed) on the GETAC® V110 G5 computer by DND.
- A1.2.3.3      Data Storage
- A1.2.3.3.1      Images stored by the Imaging Software must have the following data descriptors:
- A1.2.3.3.1.1      Operator/Technician name;
- A1.2.3.3.1.2      Date and Time;
- A1.2.3.3.1.3      Location;
- A1.2.3.3.1.4      Filename;
- A1.2.3.4      Additional Data Descriptors
- A1.2.3.4.1      The Imaging Software must allow for user input of additional data descriptors and other possible annotations, such as X-ray source used, number of X-ray source pulses, category, and project name.
- A1.2.3.5      Database Management Tool
- A1.2.3.5.1      The Imaging Software must include a database management tool.
- A1.2.3.6      Database Functions
- A1.2.3.6.1      The Imaging Software must have sort and query functions including collect, search, and import-export images and associated information/descriptors.
- A1.2.3.6.2      The Imagining Software must export files that can be imported by the Sandia National Laboratories X-Ray Toolkit™ (XTK®) software.
- A1.2.3.7      Image Enhancement Functions
- A1.2.3.7.1      The Imaging Software must have image manipulation and enhance functions, and automatically protect and preserve a copy of the original untouched image for historical record.
- A1.2.3.7.2      Manipulation and enhancement of images must include the following:
- A1.2.3.7.2.1      Histogram equalization;
- A1.2.3.7.2.2      Image sharpness;
- A1.2.3.7.2.3      Brightness and contrast;
- A1.2.3.7.2.4      Gamma correction;
- A1.2.3.7.2.5      Pseudo color or Colorize;
- A1.2.3.7.2.6      Emboss or Pseudo 3D;



- A1.2.3.7.2.7 View multiple images on screen;
- A1.2.3.7.2.8 Point to point distance measurement (metric and imperial);
- A1.2.3.7.2.9 Image rotation;
- A1.2.3.7.2.10 Region of Interest enhancement; and
- A1.2.3.7.2.11 Undo and Redo functions.

**A1.2.3.8 Image File Format**

- A1.2.3.8.1 The Imaging Software must save (including export) images to the database in TIFF, JPEG, and BMP formats, as selected by the user.

**A1.2.4 Battery Charging System**

- A1.2.4.1 The Battery Charging System must include a universal power input of 110VAC – 220VAC, 50Hz – 60Hz, with a North American plug type.
- A1.2.4.2 The Battery Charging System must provide visual indications of battery charging in order to indicate when charging is in progress and when it is complete.
- A1.2.4.3 The Battery Charging System full re-charge time for one (1) Battery Set must not exceed eight (8) hours.
- A1.2.4.4 The Battery Charging System must be certified CE, UL or equivalent.

**A1.2.5 Hard Transport Container**

- A1.2.5.1 The Hard Transport Container must have no less than an IP66 rating, or equivalent, IAW NEMA IEC 60529.

**A1.3 Physical Requirements**

**A1.3.1 Size**

- A1.3.1.1 The DR panel must have an imaging area size of no less than 400 mm by 350 mm.
- A1.3.1.2 The DR panel must be no more than 550 mm by 550 mm by 50 mm in size.

**A1.3.2 Weight**

- A1.3.2.1 The DRPS, as per para. A1.1.1.2, must weigh no more than 25 kg.
- A1.3.2.2 The DR Panel must weigh no more than 10 kg.

**A1.3.3 Colour**

- A1.3.3.1 The DRPS, as per para. A1.1.1.2, must have the predominant exterior colour (so that it contributes to and does not compromise an operator's camouflage) of:

- A1.3.3.1.1 Flat/matte finish green;
- A1.3.3.1.2 Flat/matte finish earth tone;
- A1.3.3.1.3 Flat/matte finish grey, or
- A1.3.3.1.4 Flat/matte finish black.

## **A1.4 Performance Requirements**

### **A1.4.1 Image Resolution**

- A1.4.1.1 The DRPS must have an analog to digital conversion range of no less than 16 bits.
- A1.4.1.2 The DR Panel must provide an image with a resolution of no more than 155 micrometers (155  $\mu\text{m}$ ).

### **A1.4.2 Image Rendering Time**

- A1.4.2.1 The DRPS must provide an image in no more than 10 seconds from the time when the DR Panel is exposed to X-rays.

### **A1.4.3 Advanced Imaging**

- A1.4.3.1 The DRPS must detect, display and differentiate organic and inorganic material within the scanned image.
- A1.4.3.2 The DRPS must display scanned images with a visual depth assisting the user in determining where an object is located in 3-axis.

### **A1.4.4 Wireless Configuration**

- A1.4.4.1 The DRPS must operate within either the commercial 2.4 GHz or 5 GHz bandwidth in the wireless link mode.
- A1.4.4.2 The DRPS must meet requirements of DND/CAF RF Safety Program IAW DAOD 3026-0, DAOD 3026-1 and CFTO C-55-040-001/TS-002, and it must be in compliance with the requirements of Health Canada's Safety Code 6: Limits of Human Exposure to Radio frequency Electromagnetic Fields in the Frequency Range from 3 kHz to 300 GHz.

### **A1.4.5 Operation and Setup time**

- A1.4.5.1 The DRPS must be set up from the storage configuration to the fully operable configuration in no more than 10 minutes by a trained operator.
- A1.4.5.2 The DR Panel must have a built-in rechargeable battery providing no less than two (2) hours of operation, assuming no more than 30 scans in the two (2) hours.
- A1.4.5.3 The DR Panel must provide a visual indication of a low battery level.

**A1.4.6 Ingress Protection**

- A1.4.6.1 The DR Panel must have no less than an IP67 rating, or equivalent, IAW NEMA IEC 60529, when operating in Wireless Link Mode and Wired Link Mode.

**A1.4.7 Impact Survivability**

- A1.4.7.1 The DR Panel must remain fully functional when dropped from a height of no less than 75 centimeters, impacting a rigid surface, and dropped in any orientation.

**A1.5 Environmental/Climatic Requirements**

**A1.5.1 Climatic Conditions**

- A1.5.1.1 The DRPS must operate in temperatures from –19°C to +50°C.
- A1.5.1.2 The DRPS must operate in relative humidity from 5% to 100%.

## A2.0 APPENDIX: CONTRACT DATA REQUIREMENTS LIST

### A2.1 Management and Explanation of the CDRL

#### A2.1.1 Management of Data Items

- A2.1.1.1 The Contractor must review, update and deliver amendments, or confirm the continuing accuracy of data items annotated with a maintenance period, in accordance with the CDRL.
- A2.1.1.2 The Contractor must deliver amended, reissued or resubmitted data items to the location(s) and in the format and quantities specified in the CDRL for the initial submission of the data items.

#### A2.1.2 Explanation of the CDRL

- A2.1.2.1 **CDRL Line Number** – This field provides the unique sequential number that identifies each data item within different functional groups (eg, PM-001, SE-101, & ILS-201).
- A2.1.2.2 **CDRL Title** – This field identifies the title of the data item.
- A2.1.2.3 **SOW Para Ref** – This field shows the paragraph in the SOW where the data item is stipulated. There may be multiple references to the data item in the SOW, but generally only the first (or one) reference is shown in the CDRL.
- A2.1.2.4 **Version** – This field identifies the particular delivery of a data item during its lifecycle (ie, draft, final).
- A2.1.2.5 **Delivery Schedule** – This field specifies the date(s) and/or events by which the data item is required to be delivered. The date of delivery applies to all delivery locations and quantities unless otherwise specified. Following are some of the abbreviations and symbols used with this column:
- A2.1.2.5.1 'KO' means the Kick-Off Meeting date;
- A2.1.2.5.2 Numerals indicate the number of Calendar Days, unless specified otherwise;
- A2.1.2.5.3 '+' means after the specified date or event; and
- A2.1.2.5.4 '-' means before the specified date or event.
- A2.1.2.5.5 If a data item is required to be delivered before an event having a duration of greater than one day, delivery date must be calculated from the first day of that event. If a data item is required to be delivered after an event having a duration of greater than one day, the delivery date must be calculated from the last day of that event.
- A2.1.2.6 **Quantity** – This field specifies the total number of data items to be delivered to the associated delivery location(s), including the number of hard (H) and soft (S) copies. When both hard and soft copies are requested, the action copy will be indicated in the notes column.

- A2.1.2.7      **Addressee** – This field shows the short title of the DND representative to whom the hard and soft copies of the data items must be delivered. The action hard copy of the data item must be delivered to the first nominated location in this field.
- A2.1.2.8      **Data Item Description Reference** – This field provides the identification of the DID with which the data item must comply.
- A2.1.2.9      **DND Action Period** – This field defines the number of Calendar Days available to the DND to action the data item and respond to the Contractor, if that action requires a response.
- A2.1.2.9.1      The period begins upon the date the action copy of the data item is received at the first nominated addressee.
- A2.1.2.9.2      The action period applies to all deliveries, including first deliveries, amendments and re-issues. If a data item is delivered earlier than the first delivery date shown in the CDRL, the DND is not obliged to action it until after that date. If the action period states 'by MSR' for a data item delivered prior to a Mandated System Review (MSR), the action period ends when the minutes for that MSR are approved.
- A2.1.2.10      **DND Action Required** – This field indicates the purpose for which the data item is being submitted to the DND, which will either be for Review, Approval or Acceptance.
- A2.1.2.11      **Maintenance** – This field specifies either the timings or the time intervals, after each delivery, at which the data item must be reviewed by the Contractor and either have its continuing accuracy status confirmed in writing, or be updated and reissued. The Maintenance column does not apply to draft or preliminary versions of data items. The following abbreviations and codes are applicable to this column:
- A2.1.2.11.1      xM – every x calendar months;
- A2.1.2.11.2      R – to enable it to be considered at each MSR set out in the System Engineering program;
- A2.1.2.11.3      SA – to enable it to be provided for the purposes of conducting Acceptance of each System;
- A2.1.2.11.4      FA – to enable it to be provided for the purposes of Final Acceptance; and
- A2.1.2.11.5      NA or blank – not applicable.
- A2.1.2.12      Notes: Where necessary, additional explanatory information relating to a CDRL data item is provided in this column.

**A2.2 CDRL Item List**

<b>CDRL #</b>	<b>CDRL Title</b>	<b>SOW Para Ref</b>	<b>Version</b>	<b>Delivery Schedule</b>	<b>Qty</b>	<b>Addressee</b>	<b>DID # and Ref</b>	<b>DND Action Period</b>	<b>DND Action Required</b>	<b>Maint</b>	<b>Notes</b>
DRPS-PM-001	Contract Master Schedule	Para. 3.2.1 (pg. 8)	Draft	KO	1S	TA	DRPS-PM-001	14	Review		Update aligned with Contract Status Report
			Revised or Final	DND Comments + 14	1S	TA, CA, PA, ILSM	App. A3.3 (pg. 32)	7	Review or Acceptance		
			Updates	With Contract Status Report, when changed	1S	TA, CA, PA, ILSM			Review		
DRPS-PM-002	Contract Status Report	Para. 3.3.1 (pg. 8)	Draft	KO+28	1S	TA, ILSM	DRPS-PM-002	14	Review		
			Revised or Final	DND Comments + 7	1S	TA, CA, PA, ILSM	App. A3.4 (pg. 34)	7	Review or Acceptance		
			Updates	Monthly	1S	TA, CA, PA, ILSM			Review		
DRPS-PM-003	Meeting Agenda	Para. 3.4.5.1.1 (pg. 9)	Draft	Meeting Date - 7	1S	CA, TA, PA	DRPS-PM-003	5	Review		
			Revised	Meeting Date - 1	1S	CA, TA, PA	App. A3.5 (pg. 35)		Review or Acceptance		
			Final	Meeting Date	1H	CA, TA, PA		7			
DRPS-PM-004	Meeting Minutes	Para. 3.4.5.1.2 (pg. 9)	Draft	Meeting Date + 7	1S	CA, TA, PA	DRPS-PM-004	7	Review		
			Revised or Final	DND Comments + 7	1S	CA, TA, PA	App. A3.6 (pg. 36)	7	Review or Acceptance		
DRPS-ILS-201	Application of Spectrum Supportability	Para. 4.3.2 (pg. 10)	Draft	KO + 21	1S	TA	DRPS-ILS-201	28	Review		
			Revised or Final	DND Comments + 21	1S	TA	App. A3.7 (pg. 37)	14	Review or Acceptance		

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CDRL #	CDRL Title	SOW Para Ref	Version	Delivery Schedule	Qty	Addressee	DID # and Ref	DND Action Period	DND Action Required	Maint	Notes
DRPS-ILS-202	Operator and Comprehensive Maintenance Manual	Para. 4.4.1.1.1 (pg. 11)	Draft English	KO + 70	1S, 1H	ILSM	DRPS-ILS-202	21	Review		Hard copy is the action copy.
			Revised or Final English	DND Comments + 21	1S, 1H	ILSM	App. A3.8 (pg. 58)	14	Review or Acceptance		
			Draft Bilingual	Acceptance of English Operator and Comprehensive Maintenance Manual + 49	1S, 1H	ILSM		14	Review		
			Revised or Final Bilingual	DND Comments + 14	1S, 1H	ILSM		14	Review or Acceptance		
			Final		1H	Issued with each DRPS					
DRPS-ILS-203	Operator Quick Reference Card	Para. 4.4.1.2.1 (pg. 11)	Draft English	With English Draft Operator and Comprehensive Maintenance Manual	1S, 1H	ILSM	DRPS-ILS-203	14	Review		Hard copy is the action copy.
			Revised or Final English	DND Comments + 14	1S, 1H	ILSM	App. A3.9 (pg. 60)	14	Review or Acceptance		New versions could also be triggered by revisions to the Operator and Comprehensive Maintenance Manual
			Draft Bilingual	With Bilingual Draft Operator and Comprehensive Maintenance Manual	1S, 1H	ILSM		14	Review		
			Revised or Final Bilingual	DND Comments + 14	1S, 1H	ILSM		14	Review or Acceptance		

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CDRL #	CDRL Title	SOW Para Ref	Version	Delivery Schedule	Qty	Addressee	DID # and Ref	DND Action Period	DND Action Required	Maint	Notes
			Final		1H	Issued with each DRPS					
DRPS-ILS-204	Operator Training Package	Para. 4.4.1.3.1 (pg. 11)	Draft English	Acceptance of English Operator and Comprehensive Maintenance Manual + 28	1S, 1H	ILSM	DRPS-ILS-204	21	Review		Hard copy is the action copy.
			Revised or Final English	DND Comments + 14	1S, 1H	ILSM	App. A3.10 (pg. 62)	14	Review or Acceptance		
			Draft Bilingual	Acceptance of Bilingual Operator Manual + 42	1S, 1H	ILSM		21	Review		
			Revised or Final Bilingual	DND Comments + 14	1S, 1H	ILSM		14	Review or Acceptance		
			See notes		1S, 1H	Issued to Students at the Training Session(s)					
DRPS-ILS-205	Provisioning Parts Breakdown	Para. 4.5.3.1.1 (pg. 12)	Draft	Same time as the draft Operator and Comprehensive Maintenance Manual	1S, 1H	ILSM	DRPS-ILS-205	14	Review		Soft copy is the action copy.
			Revised or Final	DND Comments + 14	1S, 1H	ILSM	App. A3.11 (pg. 64)	14	Review or Acceptance		
DRPS-ILS-206	Supplementary Provisioning Technical Documentation	Para. 4.5.3.2.1 (pg. 12)	Draft	Same time as the draft Provisioning Parts Breakdown	1S	ILSM	DRPS-ILS-206	14	Review		Soft copy is the action copy.
			Revised or Final	DND Comments + 14	1S, 1H	ILSM	App. A3.12 (pg. 67)	14	Review or Acceptance		



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CDRL #	CDRL Title	SOW Para Ref	Version	Delivery Schedule	Qty	Addressee	DID # and Ref	DND Action Period	DND Action Required	Maint	Notes
DRPS-ILS-207	Identification Plates – Design Template & Populated Designs	Para. 4.6.1 (pg. 13)	Draft Design Template	KO + 28	1S, 1H	ILSM	DRPS-ILS-207	14	Review		Hard copy is the action copy.
			Revised or Final Design Template	DND Comments + 14	1S, 1H	ILSM	App. A3.13 (pg. 69)	14	Review or Acceptance		
			Draft Populated Designs	Acceptance of Design Template + 28	1S, 1H	ILSM		14	Review		
			Revised or Final Populated Designs	DND Comments + 14	1S, 1H	ILSM		14	Review or Acceptance		
DRPS-ILS-208	Controlled & Non-Controlled Goods List	Para. 4.7.1 (pg. 13)	Draft	Same time as the draft Provisioning Parts Breakdown	1S	ILSM	DRPS-ILS-208	14	Review		Soft copy is the action copy.
			Revised or Final	DND Comments + 14	1S, 1H	ILSM	App. A3.14 (pg. 71)	14	Review or Acceptance		
DRPS-ILS-209	Identification Labels for Storage & Shipment and Packaging Codes	Para. 4.8.3 (pg. 13)	Draft Labels	KO + 42	1S	ILSM	DRPS-ILS-209	28	Review		
			Revised or Final Labels	DND Comments + 14	1S	ILSM	App. A3.15 (pg. 73)	14	Review or Acceptance		
			Draft Codes	Provision of NSNs + 35	1S	ILSM		21	Review		
			Revised or Final Codes	DND Comments + 14	1S	ILSM		14	Review or Acceptance		
			Updates	If required after the a range of spares are chosen by DND	1S	ILSM		14	Review or Acceptance		

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CDRL #	CDRL Title	SOW Para Ref	Version	Delivery Schedule	Qty	Addressee	DID # and Ref	DND Action Period	DND Action Required	Maint	Notes
DRPS-ILS-210	List of Items to be Supported	Para. 4.9.1 (pg. 13)	Draft	Final acceptance of the Operator and Comprehensive Maintenance Manual, PPB and SPTD + 28	1S	ILSM	DRPS-ILS-210	14	Review		
			Revised or Final	DND Comments + 14	1S	ILSM	App. A3.16 (pg. 75)	14	Review or Acceptance		
DRPS-ILS-211	Equipment Environmental Assessment	Para. 5.4.1 (pg. 16)	Draft	KO + 84	1S	TA	DRPS-ILS-211	56	Review		
			Revised or Final	DND Comments + 28	1S	TA	App. A3.17 (pg. 77)	14	Review or Acceptance		

## **A3.0 APPENDIX: DATA ITEM DESCRIPTION**

### **A3.1 Data Deliverable Format**

A3.1.1 **Unless otherwise specified as a specific requirement, the Contractor must deliver all of the soft copies of data deliverables, in formats compatible with the office software currently in use by the DND as listed:**

- A3.1.1.1 Microsoft (MS) Windows 10 Enterprise Operating System (OS), Service Pack 1;
- A3.1.1.2 MS Internet Explorer (IE) 9.0 with 256 Bit Encryption;
- A3.1.1.3 MS Office Professional Plus 2013 (Word, Excel, Access, PowerPoint and Outlook);
- A3.1.1.4 Adobe Acrobat X; and
- A3.1.1.5 WinZip 8.1 SR-1;

### **A3.2 DID Table Definitions**

The following section defines the various blocks of information found on the Data Item Description (DID) forms:

#### **BLOCK 1 – TITLE**

The title of the data item for the DID.

#### **BLOCK 2 - IDENTIFICATION NUMBER**

The Data Item Description (DID) number, consisting of a sequential three-digit number and prefixed with an abbreviation code, to uniquely identify the DID. Note that the 001-099 series is reserved to Project Management (PM) DIDs, the 101-199 series is reserved to Systems Engineering (SE) DIDs and the 201-299 series is reserved to Integrated Logistics Support (ILS) DIDs. The abbreviation codes used for the prefix are:

- “PM” for Project Management
- “SE” for Systems Engineering
- “ILS” for Integrated Logistics Support

#### **BLOCK 3 - DESCRIPTION**

Provides a general description of the data content requirements.

#### **BLOCK 4 – RELATED DOCUMENT(S)**

Provides a listing of the related documents and specifications associated with and required to produce this DID.

#### **BLOCK 5 - CONTRACT REFERENCE**

The specific paragraph numbers from the Contract Statement of Work and CDRL to assist in identifying the work effort associated with the data item.

#### **BLOCK 6 - PREPARATION INSTRUCTIONS**

Provides the preparation instructions for the content and format requirements for the DID.

### A3.3 DID – Contract Master Schedule

DATA ITEM DESCRIPTION	
1. TITLE <b>Contract Master Schedule (CMS)</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-PM-001</b>
3. DESCRIPTION The CMS describes the Contractor's planned sequence of activities, milestones and decision points to enable the objectives of the Contract to be met. Additionally, the CMS defines the current Contract schedule status, comparing the current schedule to the contracted schedule. The CMS also compares the current schedule status with any applicable baseline schedule.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE <b>SOW: Para. 3.2.1 (pg. 8)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6. PREPARATION INSTRUCTIONS 6.1. <b>CONTENT</b> 6.1.1. <b>Data to be Included</b> 6.1.1.1. The CMS must graphically depict the contract schedule and progress at the activity level. 6.1.1.2. The CMS must graphically present or otherwise identify: 6.1.1.2.1. activities and their estimated durations; 6.1.1.2.2. milestones, including milestones in the contract; 6.1.1.2.3. the relationships and dependencies between activities and milestones to be accomplished by or for the Contractor in the performance of its obligations under the contract; 6.1.1.2.4. earliest and latest start and finish dates for all activities and milestones; 6.1.1.2.5. critical and non-critical paths; 6.1.1.2.6. floats available on all activities and milestones; 6.1.1.2.7. allocated resources for each activity; and 6.1.1.2.8. notes on the use of the CMS, including a glossary of terms and symbols used. 6.1.1.3. The CMS must include: 6.1.1.3.1. all other schedules required under the contract (eg, the Systems Engineering schedule); 6.1.1.3.2. Subcontractor schedules, to a level of detail that is consistent with the level of detail for the Contractor's own schedule; 6.1.1.3.3. other major events, as agreed between the Contractor and DND; 6.1.1.3.4. DND tasks, where such tasks interface with, and may affect, Contractor tasks; and 6.1.1.3.5. significant reviews, such as Mandated System Reviews. 6.1.2. <b>Integration with Other Management Information</b> 6.1.2.1. The CMS must be traceable to the milestones in the contract.	

**6.1.3. Narrative Analysis**

- 6.1.3.1. Each submission of the CMS must contain an explanation of the cause of each milestone's rescheduled forecast date that is later than the milestone's current approved scheduled baseline date for the issue of the CMS in which the rescheduled forecast date was first reported.
- 6.1.3.2. Subsequent issues of the CMS need only address changes from previously reported dates. The narrative analysis for the CMS must address possible impact on other milestones and activities, and must describe work-around plans to minimise the impact.

**6.2. SOFT COPY FORMAT**

- 6.2.1. The CMS must be the primary schedule for the contract, and all other schedules must be subordinate to the CMS.
- 6.2.2. The CMS must be submitted as a PDF file type.
- 6.2.3. The CMS must be displayed in a variety of formats, including:
  - 6.2.3.1. a Gantt chart;
  - 6.2.3.2. a list of all tasks, together with their planned and actual start and completion dates; and
  - 6.2.3.3. a listing of milestones (including Milestones in the contract), together with their original, rescheduled, forecast and actual completion dates.
- 6.2.4. **Soft Copy format submission size below 7MB** – The CMS PDF may be submitted via email as follows:
  - 6.2.4.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
  - 6.2.4.2. Subject Field: DRPS-PM-001 – CMS – [Rev #] – [Date of Issue]
- 6.2.5. **Soft Copy format submission size at or above 7MB** - The CMS PDF must be submitted on CD or DVD media and be labelled as follows:
  - 6.2.5.1. Digital Radiography Panel System
  - 6.2.5.2. CMS;
  - 6.2.5.3. DRPS-PM-001;
  - 6.2.5.4. The Revision number, and
  - 6.2.5.5. The date of issue.

#### A3.4 DID – Contract Status Report

DATA ITEM DESCRIPTION	
1. TITLE <b>Contract Status Report (CSR)</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-PM-002</b>
3. DESCRIPTION The Contract Status Report (CSR) is the principal statement and explanation of the status of the contract at the end of each reporting period, and will summarize the Contractor's progress and activities in relation to the Project milestones, schedule, and contract data deliverables.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE <b>SOW: Para. 3.3.1 (pg. 8)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6. PREPARATION INSTRUCTIONS 6.1. <b>CONTENT</b> 6.1.1. The CSR must identify the date at which the CSR is valid, and the time period since the status date of the previous CSR (the 'reporting period'). 6.1.2. The CSR must include the following information: 6.1.2.1. A summary of significant work activities (including those undertaken by major Subcontractors) undertaken during the reporting period; 6.1.2.2. A summary of significant work activities (including those undertaken by major Subcontractors) expected to be undertaken in the next reporting period. 6.1.2.3. A summary of progress (including progress by major Subcontractors) against the CMS. 6.1.2.4. A narrative detailing progress against milestones, expected date of completion of near milestones, problem areas and work-around plans where required; 6.1.2.5. A status report on contract data deliverable end items as called up in the CDRLs; 6.1.2.6. An engineering report, giving the status of engineering activity; 6.1.2.7. An Integrated Logistic Support (ILS) report, giving the status of ILS activity; 6.1.2.8. A list of correspondence that requires a response from the DND/PSPC, but for which no response has been received; and 6.1.2.9. A list of DND/PSPC correspondence to the Contractor for which a response is outstanding, and an estimate of the response date. 6.2. <b>SOFT COPY FORMAT</b> 6.2.1. The CSR must be submitted as a PDF file type. 6.2.2. The CSR PDF must be submitted via email (submission size not to exceed 7MB) as follows: 6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract. 6.2.2.2. Subject Field: DRPS-PM-002 – CSR – [Rev #] – [Date of Issue]	

### **A3.5 DID – Meeting Agenda**

<b>DATA ITEM DESCRIPTION</b>	
1. TITLE <b>Meeting Agenda</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-PM-003</b>
3. DESCRIPTION The Meeting Agenda contains the venue information and identifies the discussion items to be covered at meetings.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE <b>SOW: Para. 3.4.5.1.1 (pg. 9)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6. PREPARATION INSTRUCTIONS  6.1. <b>CONTENT</b>  6.1.1. The Meeting Agenda must set forth the venue, identify all requirements and list the discussion items to be covered at the meeting.  6.1.2. Venue. The Meeting Agenda must address the venue as follows: 6.1.2.1. Meeting Identification Number; 6.1.2.2. Purpose; 6.1.2.3. Date, time and location; and 6.1.2.4. Attendees.  6.1.3. Discussion items. The Meeting Agenda must address the discussion items through the following sections: 6.1.3.1. Opening Remarks; 6.1.3.2. Agenda Review; 6.1.3.3. Review of Previous Minutes; 6.1.3.4. Opened Discussion Items; 6.1.3.5. New Discussion Items; 6.1.3.6. Review of Action Items; 6.1.3.7. Next Venue; and 6.1.3.8. Closing Remarks.  6.2. <b>HARD COPY FORMAT</b>  6.2.1. The Meeting Agenda must be printed on paper with these characteristics: 6.2.1.1. Weight of no less than 90 gsm; 6.2.1.2. Brightness of no less than 96 ISO brightness;  6.3. <b>SOFT COPY FORMAT</b>  6.3.1. The Meeting Agenda must be submitted as a MS Word file type.  6.3.2. The Meeting Agenda MS Word document must be submitted via email (submission size not to exceed 7MB) as follows: 6.3.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract. 6.3.2.2. Subject Field: DRPS-PM-003 – Meeting Agenda – [Rev #] – [Date of Issue]	

### A3.6 DID – Meeting Minutes

DATA ITEM DESCRIPTION	
1. TITLE <b>Meeting Minutes</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-PM-004</b>
3. DESCRIPTION The Meeting Minutes contains the detailed records of proceedings, discussions, decisions and action items from meetings.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE <b>SOW: Para. 3.4.5.1.2 (pg. 9)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6. PREPARATION INSTRUCTIONS 6.1. <b>CONTENT</b> 6.1.1. The Meeting Minutes must contain the detailed records of proceedings, discussions, decisions and action items from the meeting and be presented through the following sections: 6.1.1.1. General – consisting of meeting identification number, purpose, date, time and location; 6.1.1.2. Attendees, consisting of the organization each person represents, and the identification of the Chairperson(s); 6.1.1.3. Opening Remarks; 6.1.1.4. <b>Action Item Report</b> - used to monitor issues, assign responsibility, direct action and track status, history, and progress, and must consisting of: 6.1.1.4.1. Item #; date initiated; required action; assigned actionee; target completion date; cross-reference to all related action items. 6.1.1.4.2. Action Item Report must be <b>updated</b> with each meeting and must consist of: 6.1.1.4.2.1. Action Item current status and the actual date completed; 6.1.1.5. Next Venue; 6.1.1.6. Closing Remarks; 6.2. <b>SOFT COPY FORMAT</b> 6.2.1. The Meeting Minutes must be submitted as a PDF file type. 6.2.2. The Meeting Minutes PDF must be submitted via email (submission size not to exceed 7MB) as follows: 6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract. 6.2.2.2. Subject Field: DRPS-PM-004 – Meeting Minutes – [Rev #] – [Date of Issue]	



### A3.7 DID – Application for Spectrum Supportability

DATA ITEM DESCRIPTION	
<p>1. TITLE</p> <p><b>Application for Spectrum Supportability</b></p>	<p>2. IDENTIFICATION NUMBER</p> <p><b>DID DRPS-ILS-201</b></p>
<p>3. DESCRIPTION</p> <p>This Application for Spectrum Supportability document (DND form 552) describes the general wireless equipment usage as well as the transmitter, antenna and receiver equipment characteristics of the system that is provided.</p>	
<p>4. RELATED DOCUMENTS</p>	<p>5. CONTRACT REFERENCE</p> <p><b>SOW: Para. 4.3.2 (pg. 10)</b> <b>CDRL: App. A2.2 (pg. 26)</b></p>
<p>6. PREPARATION INSTRUCTIONS</p> <p><b>6.1. CONTENT</b></p> <p>6.1.1. The Application for Spectrum Supportability must be completed and provided in accordance with the requirements as outlined in the Application for Spectrum Supportability.</p> <p>6.1.2. The following sections of the Application for Spectrum Supportability must be completed:</p> <p style="margin-left: 20px;">6.1.2.1. Part 1, Block 1 – Equipment Nomenclature and/or Model Number;</p> <p style="margin-left: 20px;">6.1.2.2. Part 2 – Transmitter Equipment Characteristics;</p> <p style="margin-left: 20px;">6.1.2.3. Part 3 – Receiver Equipment Characteristics, and</p> <p style="margin-left: 20px;">6.1.2.4. Part 4 – Antenna Equipment Characteristics.</p> <p>6.1.3. The values entered in the Application for Spectrum Supportability must be measured values.</p> <p>6.1.4. Where equipment is developmental, specified values may be substituted for measured values, and so indicated on the forms. If the proposed equipment is in use by the United States military it may already have a US Department of Defence (DoD) Form 1494. If available, a DoD 1494 form will be accepted by DND in lieu of a DND 552.</p> <p><b>6.2. SOFT COPY FORMAT</b></p> <p>6.2.1. The Application for Spectrum Supportability must be provided as a PDF file.</p> <p>6.2.2. <b>Soft Copy format submission size below 7MB</b> – The Application for Spectrum Supportability may be submitted via email as follows:</p> <p style="margin-left: 20px;">6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.</p> <p style="margin-left: 20px;">6.2.2.2. Subject Field: DRPS-ILS-201 – Application for Spectrum Supportability – [Rev #] – [Date of Issue]</p> <p>6.2.3. <b>Soft Copy format submission size at or above 7MB</b> - The Application for Spectrum Supportability file must be submitted on CD or DVD media and be labelled as follows:</p> <p style="margin-left: 20px;">6.2.3.1. Digital Radiography Panel System</p> <p style="margin-left: 20px;">6.2.3.2. Application for Spectrum Supportability</p> <p style="margin-left: 20px;">6.2.3.3. DRPS-ILS-201;</p> <p style="margin-left: 20px;">6.2.3.4. The Revision number, and</p> <p style="margin-left: 20px;">6.2.3.5. The date of issue.</p>	

<b>Application for Spectrum Supportability</b> <b>Demande d'octroi de Fréquences</b>		Date	Page
To: À:		From (Office making request): De (Bureau qui présente la demande):	
1. Equipment nomenclature and/or model number Désignation du matériel et numéro de modèle			
2. Status of supportability request (check one) Centre de demande d'octroi (cochez une seule case)			
<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <input type="checkbox"/> Experimental research or exploratory development Recherche expérimentale ou développement préliminaire         </div> <div style="text-align: center;"> <input type="checkbox"/> Advanced or engineering development Développement avancé ou ingénierie         </div> <div style="text-align: center;"> <input checked="" type="checkbox"/> Operational Utilisation opérationnelle         </div> </div>			
<b>1. Equipment Usage – Utilisation du matériel</b>			
3. <b>Functional and purpose:</b> TRANSMISSION OF CONTROL SIGNALS AND X-RAY IMAGES BETWEEN THE DIGITAL RADIOGRAPHY PANEL AND THE CONTROL STATION <b>Fonction et but:</b>			
4. <b>Method of operation:</b> OPERATOR PLACES A SOURCE AND PLATE ON EITHER SIDE OF A TARGET. THEY THEN REMOTELY TAKE X-RAY IMAGE WHICH IS TRANSFERRED TO CONTROL STATION WIRELESSLY.  <b>Mode de fonctionnement:</b>			
5. <b>Extent of use:</b> MISSION DURATION IS ONE (1) HOUR <b>Étendue de l'utilisation :</b>			
6. <b>Operational environment:</b> OPERATION IN ENVIRONMENTAL CONDITIONS, LOCATIONS CAN BE IN URBAN AREAS AND ALL TERRAIN CONDITIONS IN THE FIELD <b>Milieu d'utilisation:</b>			
7. <b>Geographical area of experimental research, or developmental evaluation:</b> NO RESEARCH OR DEVELOPMENT <b>Région géographique de la recherche expérimentale ou de l'évaluation du développement :</b>			
8. <b>Geographical area of operational use:</b> WORLDWIDE <b>Région géographique de l'utilisation opérationnelle :</b>			
9. <b>Number of equipments in initial phase:</b> QUANTITY 60 WITH AN OPTION FOR 9 ADDITIONAL <b>Nombre d'appareils pendant la phase initiale :</b>			
10. <b>Number of equipments planned for operational use:</b> QUANTITY 60 WITH AN OPTION FOR 9 ADDITIONAL <b>Nombre d'appareils prévu pour l'utilisation opérationnelle :</b>			
11. <b>Number of these equipments operating simultaneously in the same electromagnetic environment:</b> MAX FOUR (4) PER LOCATION FOR TRAINING, ONE (1) IN OPERATIONS <b>Nombre d'appareils fonctionnant simultanément dans le même milieu électromagnétique :</b>			
12. <b>Target date for the start and end of experimental or developmental evaluation:</b> N/A <b>Date prévue pour le commencement et la fin de l'évaluation expérimentale ou de l'évaluation ou développement :</b> N/A			
13. <b>Target date for operational use:</b> 2022/2023 <b>Date prévue d'utilisation opérationnelle :</b>			
14. Previous DND 552 application number (for DIMTPS 5 use only) Numéro d'application de l'ancien formulaire MDN 552 (pour utilisation de DTPSGI 5 seulement)			
<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <input type="checkbox"/> Continued unchanged (see remarks) Reste en vigueur (voir les remarques)         </div> <div style="text-align: center;"> <input type="checkbox"/> Superseded Est remplacé         </div> <div style="text-align: center;"> <input type="checkbox"/> Related Demeure connexe         </div> </div>			
<input type="checkbox"/> None Aucun			
DND 552 _____		CCEB CF 299 _____	

2. Transmitter Equipment Characteristics - Caractéristiques du matériel émetteur	
1. Nomenclature, Manufacturer's Model No.: Désignation, n° de modèle du fabricant:	2. Manufacturer's Name: Nom du fabricant:
3. Transmitter Installation: Installation émettrice:	4. Transmitter Type: Type d'émetteur:
5. Tuning Range: <b>Gamme d'accord:</b>	6. Method of Tuning: Méthode d'accord:
7. RF Channelling Capability: Répartition des voles RF:	8. Emission Designator(s): Identificateur(s) d'émission:
9. Frequency Tolerance: Tolérance de fréquence:	
10. Filter Employed Filtre utilisé: Yes <input type="checkbox"/> No <input type="checkbox"/> Oui <input type="checkbox"/> Non <input type="checkbox"/>	12. Emission Bandwidth Largeur de bande de l'émission: Calculated <input type="checkbox"/> Measured <input type="checkbox"/> Calculée <input type="checkbox"/> Mesurée
11. Spread Spectrum: Spectre étalé: Yes <input type="checkbox"/> No <input type="checkbox"/> Oui <input type="checkbox"/> Non <input type="checkbox"/>	(a) -3 dB _____ (b) -20 dB _____ (c) -40 dB _____ (d) -60 dB _____ (e) OCCBW _____ _____ Largeur de bande occupée
13. Maximum Bit Rate: Débit binaire maximal:	15. Maximum Modulation Frequency: Fréquence de modulation et de codage:
14. Modulation Techniques and Coding: Techniques de modulation et de codage:	
16. Pre-emphasis: Préaccentuation: Yes <input type="checkbox"/> No <input type="checkbox"/> Oui <input type="checkbox"/> Non <input type="checkbox"/>	17. Deviation Ratio: Rapport de déviation:
18. Pulse Characteristics: Caractéristiques des impulsions: (a) Rate – Fréq. de récurrence _____ (b) Width – Durée _____ (c) Rise Time – Temps de montée _____ (d) Fall Time – Temps de descente _____ (e) Comp Ratio – Rapport de comp. _____ Largeur de bande occupée	19. Power – Puissance: (a) Mean – Moyenne _____ (b) PEP – En crête _____
21. Harmonic Level: Niveau des harmoniques: (a) 2nd – 2 <sup>e</sup> _____ (b) 3rd – 3 <sup>e</sup> _____ (c) Other – Autres _____	20. Output Device: Dispositif de sortie:
	22. Spurious Level: Niveau du rayonnement non essentiel:
	23. Industry Canada Type Approval No.: N° d'homologation de l'industrie Canada:
24. Remarks: Remarques:	

3. Receiver Equipment Characteristics – Caractéristiques du matériel récepteur				
1. Nomenclature, Manufacturer's Model No.: Désignation, n° de modèle du fabricant:			2. Manufacturer's Name: Nom du fabricant:	
3. Receiver Installation: Installation réceptrice:			4. Receiver Type: Type de récepteur:	
5. Tuning Range: Gamme d'accord:			6. Method of Tuning: Méthode d'accord:	
7. RF Channelling Capability: Répartition des voles RF:			8. Emission Designator(s): Identificateur(s) d'émission:	
9. Frequency Tolerance: Tolérance de fréquence:				
10. IF Selectivity:      1st                  2nd                  3rd Sélectivité FI:      1 <sup>ère</sup> 2 <sup>e</sup> 3 <sup>e</sup> (a) -3 dB _____ (b) -20 dB _____ (c) -60 dB _____			12. RF Selectivity: Sélectivité RF: Calculated                                  Measured Calculée <input type="checkbox"/> Mesurée <input type="checkbox"/> (a) -3 dB _____ (b) -20 dB _____ (c) -40 dB _____	
12. IF Frequency: Fréquence intermédiaire: (a) 1st – 1 <sup>ère</sup> _____ (b) 2nd – 2 <sup>e</sup> _____ (c) 3rd – 3 <sup>e</sup> _____			13. DIMTPS 5 use only: Réservé au DTPSGI 5:	
15. Oscillator Tuned:                          1st      2nd      3rd Oscillateur accordé:                          1 <sup>ère</sup> 2 <sup>e</sup> 3 <sup>e</sup> (a) Above Tuned Frequency <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Au-dessus de la fréq. d'accord (b) Below Tuned Frequency <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Au-dessous de la fréq. d'accord (c) Either Above or Below the Frequency <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Ou au-dessus ou au-dessous de la fréq.			14. DIMTPS 5 use only: Réservé au DTPSGI 5:	
18. De-emphasis:                                  Yes                  No Désaccentuation:                                  Oui <input type="checkbox"/> Non <input type="checkbox"/>			16. Maximum Bit Rate: Débit binaire maximal:	
19. Image Rejection: Rejet de fréquence image:			17. Sensitivity: Sensibilité: (a) Sensitivity – Sensibilité _____ dBm (b) Criteria – Critère _____ (c) Noise Fig – Facteur de bruit _____ dB (d) Noise Temp – Temp. de bruit _____ Kelvin	
21. Remarks: Remarques:				
22. Industry Canada Type Approval No.: N° d'homologation de l'industrie Canada:				

4. Antenna Equipment Characteristics – Caractéristiques du matériel d’antenne			
<b>1. Transmitting</b> Émission <input type="checkbox"/>	<b>Receiving</b> Réception <input type="checkbox"/>	<b>Transmitting and Receiving</b> Émission et réception <input type="checkbox"/>	
<b>2. Nomenclature, Manufacturer's Model No.:</b> Désignation, n° de modèle du fabricant:		<b>3. Manufacturer's Name:</b> Nom du fabricant:	
<b>4. Frequency Range:</b> Gamme de fréquences:		<b>5. Type:</b>	
<b>6. Polarization – Polarisation:</b>		<b>7. Scan Characteristics:</b> Caractéristiques de balayage:           (a) Type _____ (b) Vertical Scan: Balayage vertical: _____ (1) Max Elev Angle de site max. _____ (2) Min Elev Angle de site min. _____ (3) Scan Rate Vitesse de balayage _____ (c) Horizontal Scan: Balayage horizontal: _____ (1) Sector Scanned Secteur balayé _____ (2) Scan Rate Vitesse de balayage _____ (d) Sector Blanking      Yes <input type="checkbox"/> No <input type="checkbox"/> Effacement de secteur    Oui <input type="checkbox"/> Non <input type="checkbox"/>	
<b>8. Gain:</b> (a) Main Beam Faisceau principal _____ (b) 1st Major Side Lobe 1 <sup>er</sup> lobe latéral important _____		(continued from previous row)	
<b>9. Beamwidth :</b> Largeur du faisceau: (a) Horizontal _____ (b) Vertical _____			
<b>10. Remarks:</b> Remarques:			
<b>Originator:</b> Rédacteur:	<b>Position:</b>	<b>Telephone Number:</b> Numéro de téléphone:	<b>Date:</b>

**INSTRUCTIONS FOR COMPLETING  
DND FORM 552**

**Classification.** Enter classification and downgrading stamp. Indicate by check mark whether for Experimental Research or Exploratory Development, Advanced or Engineering Development, or Operational Utilization. The classification of the title should be appropriately indicated (e.g. (U), (C) or (S)). Classified information contained in the completed form should be indicated:

- a) as a general statement in a Remarks block, such as, "The purpose, functions, operational use, frequency band, emission bandwidths, and power are classified X";
- b) by an enumeration of the applicable paragraphs and subparagraphs with their classifications; or
- c) the classification may be marked alongside each entry on the form.

**PART 1: EQUIPMENT USAGE**

**Part 1, Block 1: Nomenclature and Model Number**

Provide nomenclature and equipment type (e.g. AN/FPS-16 Instrumentation Radar).

**Part 1, Block 2: Status of Supportability Request**

The supportability request will be for one of these purposes:

- a. Experimental research or exploratory development:

(1) To test the feasibility of new techniques or concepts of natural phenomena and environment, and efforts towards solution of problems in the physical, behavioural and social sciences that have no direct military application; and

**INSTRUCTIONS POUR REMPLIR LE  
FORMULAIRE DND 552**

**Classification.** Entrer la classification et le déclassément. Indiquer par un crochet s'il s'agit d'une recherche expérimentale ou d'un développement préliminaire, d'un développement avancé ou d'ingénierie ou d'une utilisation opérationnelle. La classification du titre doit être indiquée convenablement (par exemple, (U), (C) ou (S)). L'information classifiée du formulaire rempli doit être signalée :

- a) en tant qu'énoncé général dans le bloc Remarques tel que : « L'objet, les fonctions, l'utilisation opérationnelle, la bande de fréquences, les largeurs de bandes d'émission et la puissance sont classifiés X »;
- b) par une énumération des paragraphes et des sous-paragraphes applicables accompagnés de leur classification; ou
- c) la classification peut être indiquée à côté de chaque entrée du formulaire.

**PARTIE 1 : UTILISATION DE L'ÉQUIPEMENT**

**Partie 1, Bloc 1 : Désignation et numéro de modèle**

Inscrire la nomenclature et le type d'équipement (par exemple, radar d'instrumentation AN/FPS-16).

**Partie 1, Bloc 2 : Statut de la demande de soutenabilité**

La demande de soutenabilité de fréquences est faite pour l'un de ces buts :

- a. Recherche expérimentale ou développement préliminaire :

(1) Pour vérifier la faisabilité de techniques ou de concepts nouveaux des phénomènes ou de l'environnement naturel et pour consacrer des efforts en vue de trouver une solution à des problèmes liés aux sciences physiques, comportementales et sociales qui n'ont aucune application militaire directe; et

(2) To test the feasibility of adapting conventional techniques to new purposes prior to projection into development planning. Includes all effort directed toward solution of specific military problems, short of major development projects.

b. Advanced or engineering development:

- (1) to develop equipment which have moved into the development of hardware for experimental or operational test;
- (2) to modify existing operational equipment for improved performance;
- (3) to develop programs being engineered for service use, but have not yet been approved for production and service deployment; and
- (4) to continue development of equipment/systems that have been approved for production and service use.

c. To operate and test equipment which have passed the development phase and are planned for operational use for:

- (1) tactical and training purposes; or
- (2) non-tactical purposes, such as for test range instrumentation.

**Part 1, Block 3: Function and Purpose**

Describe as specifically as possible the function and purpose to be performed. For example: guided missile control radar; troposcatter communications equipment; provides acquisition and tracking information; short range communications; telemetering for quality control.

**Part 1, Block 4: Method of Operation**

Describe the method of operation. For example: radar activates beacon transponder in missile with coded pulses; beacon provides missile track; radar

(2) Pour vérifier la faisabilité de l'adaptation de techniques conventionnelles aux nouveaux objectifs avant la projection dans la planification de développement. Cette démarche comprend tous les efforts consacrés à trouver la solution de problèmes militaires spécifiques, à l'exception des projets majeurs de développement.

b. Développement avancé ou d'ingénierie :

- (1) pour développer de l'équipement qui s'est introduit dans le développement du matériel pour les essais expérimentaux ou opérationnels;
- (2) pour modifier l'équipement opérationnel existant afin d'améliorer la performance;
- (3) pour développer des programmes préparés pour l'usage militaire mais qui n'ont pas encore été approuvés pour la production et le déploiement militaire; et
- (4) pour continuer le développement de systèmes et d'équipement qui ont été approuvés pour la production et l'usage militaire.

c. Pour exploiter et vérifier l'équipement qui a passé la phase du développement et dont l'utilisation opérationnelle est prévue pour :

- (1) fins tactiques et de formation; ou
- (2) fins non tactiques telle que l'instrumentation d'un champ de tir d'essai.

**Partie 1, Bloc 3 : Fonction et but**

Décrire aussi précisément que possible la fonction à exécuter et le but à atteindre. Par exemple : radar de contrôle de missile guidé; équipement de communication de diffusion troposphérique; fournit de l'information d'acquisition et de poursuite; communications à courte portée; télémétrie pour le contrôle de la qualité.

**Partie 1, Bloc 4 : Mode de fonctionnement**

Décrire le mode de fonctionnement. Par exemple : le radar actionne le transpondeur de la radiobalise dans le missile par des impulsions codées; la radiobalise détermine la piste de poursuite du missile; les radars transmettent aussi des signaux de

also transmits coded pulse command signals to missile beacon receiver for guidance.

**Part 1, Block 5: Extent of Use**

Describe operational extent of usage. For example: continuous or intermittent; expected duty cycle during mission; expected number of hours of operation per day or other appropriate time period. Indicate any conditions governing intermittent use. If appropriate, describe mission phase during which system operates.

**Part 1, Block 6: Operational Environment**

Give brief description of ultimate operational environment. For example: amphibious landing operations; defence of strategic target area; sea areas; field army. Provide any additional environmental factors pertinent to a meaningful assessment of electromagnetic compatibility, such as specific vehicle/platform types, expected mobility or other factors affecting the environment variability.

**Part 1, Block 7: Geographical Area of Experimental Research or Developmental Evaluation**

State the geographical area used for the experimental research or development.

**Part 1, Block 8: Geographical Area of Operational Use**

State the geographical area for potential use. Provide latitude and longitude of centre of operational area and radius of operation in kilometres.

**Part 1, Block 9: Number of Equipment in Initial Phase**

List number of equipment planned for experimental or developmental phase.

**Part 1, Block 10: Number of Equipment Planned for Operational Use**

List number of equipment planned for operational use.

commande codés au récepteur de la radiobalise du missile pour le guidage.

**Partie 1, Bloc 5 : Étendue de l'utilisation**

Décrire l'étendue opérationnelle de l'utilisation. Par exemple : continue ou intermittente; facteur d'utilisation prévu au cours de la mission; nombre d'heures d'exploitation prévues par jour ou autre période appropriée. Indiquer toute condition gouvernant l'utilisation intermittente. Décrire au besoin la phase de la mission durant laquelle le système fonctionne.

**Partie 1, Bloc 6 : Milieu opérationnel**

Donner une brève description du milieu opérationnel ultime. Par exemple : opérations amphibies de débarquement; défense d'une zone cible stratégique; zones maritimes; armée de campagne. Fournir tous les facteurs environnementaux supplémentaires pertinents à l'évaluation significative de la compatibilité électromagnétique, tels que les types particuliers de véhicules ou de plates-formes, la mobilité prévue ou les autres facteurs ayant un effet sur la variabilité de l'environnement.

**Partie 1, Bloc 7 : Région géographique de la recherche expérimentale ou de l'évaluation du développement**

Indiquer la région géographique qui sert à la recherche expérimentale ou au développement.

**Partie 1, Bloc 8 : Région géographique de l'utilisation opérationnelle**

Indiquer la région géographique de l'utilisation potentielle. Donner la latitude et la longitude du centre de la zone opérationnelle et le rayon d'opération en kilomètres.

**Partie 1, Bloc 9 : Nombre d'appareils pendant la phase initiale**

Indiquer le nombre d'appareils prévus pour la phase expérimentale ou de développement.

**Partie 1, Bloc 10 : Nombre d'appareils prévus pour l'utilisation opérationnelle**

Indiquer le nombre d'appareils prévus pour l'utilisation opérationnelle.



**Part 1, Block 11: Number of These Equipment Operating Simultaneously in the Same Electromagnetic Environment**

Indicate maximum number of these systems that will be operating simultaneously in the same environment. For example: three (3) missiles will be flown simultaneously in an operating area.

**Part 1, Block 12: Target Date for the Start and End of Experimental or Developmental Evaluation**

Indicate the dates on which it is expected that the experimental or developmental phase will start and finish.

**Part 1, Block 13: Target Date for Operational Use**

Indicate target date for operational use.

**Part 1, Block 14: Previous DND 552 Application Number**

For DIMTPS 5 use only.

**Partie 1, Bloc 11 : Nombre d'appareils fonctionnant simultanément dans le même milieu électromagnétique**

Indiquer le nombre maximal d'appareils fonctionnant simultanément dans le même environnement. Par exemple : trois (3) missiles voleront simultanément dans la zone opérationnelle.

**Partie 1, Bloc 12 : Date prévue pour le commencement et la fin de l'évaluation expérimentale ou de l'évaluation du développement**

Indiquer les dates auxquelles il est prévu que la phase expérimentale ou de développement débutera et se terminera.

**Partie 1, Bloc 13 : Date prévue d'utilisation opérationnelle**

Indiquer la date prévue pour l'utilisation opérationnelle.

**Partie 1, Bloc 14 : Numéro de demande de l'ancien formulaire DND 552**

À l'usage exclusif du DTPSGI 5.

**PART 2: TRANSMITTER  
EQUIPMENT CHARACTERISTICS**

**Part 2, Block 1: Nomenclature, Manufacturer's Model No.**

Enter the Government assigned alphanumeric equipment designation. If not available, enter the manufacturer's model number (e.g. MIT 502), and indicate Manufacturer's Name (Part 2, block 2). If this too is not available, enter a short descriptive title (e.g. ATS-6 Telemetry Transmitter).

**Part 2, Block 2: Manufacturer's Name**

Enter the manufacturer's name, if available. If a manufacturer's model number is listed in Nomenclature (Part 2, block 1), this block must be completed.

**Part 2, Block 3: Transmitter Installation**

List specific types of vehicles, ships, planes or buildings, etc., where the transmitters will be installed.

**Part 2, Block 4: Transmitter Type**

Enter the generic name of the transmitter (e.g. Frequency Scan, Scan While Track Radar, Monopulse Tracker, AM or PM Communications). In addition, for radar enter the radar type (e.g. Non-FM Pulse, FM Pulse, Frequency Hopping, CW or FM-CW).

**Part 2, Block 5: Tuning Range**

Enter the frequency range through which the transmitter is capable of being tuned (e.g. 225 to 400 MHz). For equipment designed to operate only at a single frequency, enter that frequency. Include units (e.g. kHz, MHz or GHz).

**Part 2, Block 6: Method of Tuning**

Enter the method of tuning (e.g. crystal, synthesizer or cavity). If the equipment is not readily tuneable in the field, indicate in Remarks (Part 2, block 24) the complexity of tuning. Include complexity factors such as skill levels involved, major assemblies

**PARTIE 2 : CARACTÉRISTIQUES  
DE L'ÉQUIPEMENT ÉMETTEUR**

**Partie 2, Bloc 1 : Désignation, n° de modèle du fabricant**

Indiquer la désignation alphanumérique de l'équipement désigné par le gouvernement. S'il n'est pas disponible, indiquer le numéro du modèle du fabricant (par exemple, MIT 502) et indiquer le nom du fabricant (partie 2, bloc 2). Si ces renseignements ne sont également pas disponibles, indiquer un court titre descriptif (par exemple, émetteur de télémétrie ATS-6).

**Partie 2, Bloc 2 : Nom du fabricant**

Indiquer le nom du fabricant s'il est disponible. Si le numéro du modèle du fabricant est indiqué à la partie 2, bloc 1, ce bloc doit être rempli.

**Partie 2, Bloc 3 : Installation émettrice**

Indiquer les types spécifiques de véhicules, de navires, d'aéronefs ou de bâtiments, etc., où les émetteurs seront installés.

**Partie 2, Bloc 4 : Type d'émetteur**

Indiquer le nom générique de l'émetteur (par exemple, balayage de fréquences, radar de poursuite sur informations discontinues, traqueur monopulse, communications AM ou PM). De plus, pour les radars, indiquer le type du radar (par exemple, à impulsions autres que FM, à impulsions FM, à sauts de fréquence, à ondes continues ou à FM-CW).

**Partie 2, Bloc 5 : Gamme d'accord**

Indiquer la gamme de fréquences sur laquelle l'émetteur peut être accordé (par exemple, de 225 à 400 MHz). Indiquer la fréquence dans le cas de l'équipement conçu pour fonctionner seulement à une seule fréquence. Indiquer les unités (par exemple, kHz, MHz ou GHz).

**Partie 2, Bloc 6 : Méthode d'accord**

Indiquer la méthode d'accord (par exemple, quartz, synthétiseur ou cavité). Si l'équipement ne peut être accordé facilement sur le terrain, indiquer dans le bloc Remarques (partie 2, bloc 24) la complexité de l'accord. Inclure les facteurs de

involved, time required, and location (factory or depot) where equipment is to be tuned.

#### **Part 2, Block 7: RF Channelling Capability**

Describe the RF channelling capability:

- a. for uniformly spaced channels, enter the centre frequency of the first channel and channel spacing (e.g. first channel 406 MHz, 100 kHz increments);
- b. for continuous tuning, enter the lowest frequency and the word "continuous"; and
- c. for others, such as SSB or cases where channel selection is under software control, enter a detailed description in Remarks (Part 2 block 24, e.g. degraded channels, internal hardwiring limitations or lockout capability for frequency hopping systems).

#### **Part 2, Block 8: Emission Designators**

Enter the emission designators, including the necessary bandwidth, for each designator, in accordance with Appendix D3 (e.g. 16K0F3E). For systems with a frequency hopping mode as well as a non-hopping mode, enter the emission designators for each mode. Identify each mode as hopping or non-hopping.

#### **Part 2, Block 9: Frequency Tolerance**

Enter the frequency tolerance (i.e. the maximum departure of a transmitter from its assigned frequency after normal warm-up time). Indicate the units in parts per million (ppm) for all emission types except single sideband, which must be indicated in Hertz (Hz).

#### **Part 2, Block 10: Filter Employed**

Check the appropriate box.

#### **Part 2, Block 11: Spread Spectrum**

complexité tels que les niveaux de compétence nécessaires, les ensembles principaux nécessaires, le temps nécessaire et l'emplacement (usine ou dépôt) où l'équipement doit être accordé.

#### **Partie 2, Bloc 7 : Répartition des canaux RF**

Décrire la répartition des canaux RF :

- a. pour indiquer la fréquence centrale du premier canal et l'espacement des canaux (par exemple, premier canal à 406 MHz avec incréments de 100 kHz) dans le cas des canaux uniformément espacés;
- b. pour indiquer la plus basse fréquence et le mot « continu » dans le cas de l'accord continu; et
- c. pour les autres, tels que BLU ou les cas où la sélection du canal est commandée par logiciel, entrer une description détaillée (par exemple, canaux dégradés, limitations internes de câblage ou capacité de verrouillage pour les systèmes à sauts de fréquence) dans le bloc Remarques (partie 2, bloc 24).

#### **Partie 2, Bloc 8 : Identificateur(s) d'émission**

Indiquer le ou les identificateurs d'émission, y compris la largeur de bande nécessaire pour chaque identificateur conformément au contenu de l'appendice D3 (par exemple, 16K0F3E). Entrer les identificateurs d'émission de chaque mode dans le cas des systèmes avec un mode à sauts de fréquence ainsi que ceux avec un mode sans sauts de fréquence. Identifier chaque mode comme étant à sauts ou sans sauts.

#### **Partie 2, Bloc 9 : Tolérance de fréquence**

Indiquer la tolérance de fréquence (c'est-à-dire, l'écart maximal d'un émetteur de sa fréquence assignée après le temps de réchauffement normal). Indiquer les unités en parties par million (ppm) pour tous les types d'émissions sauf la bande latérale unique, qui doit être indiquée en hertz (Hz).

#### **Partie 2, Bloc 10 : Filtre utilisé**

Cocher la case appropriée.

#### **Partie 2, Bloc 11 : Spectre étalé**

Check the appropriate box. If "Yes", refer to instructions for Modulation (Part 2, block 14).

**Part 2, Block 12: Emission Bandwidth**

Enter the emission bandwidths for which the transmitter is designed at the -3, -20 and -60 dB levels and the occupied bandwidth. For pulse radar transmitters the bandwidth at -40 dB must also be entered. The emission bandwidth is defined as the bandwidth appearing at the antenna terminals and includes any significant attenuation contributed by filtering in the output circuit or transmission lines. Values of emission bandwidth specified should be indicated as calculated or measured, by checking the appropriate box. If calculated, the methods used must be in accordance with Industry Canada TRC 43, which is available on the Internet. Indicate units used (e.g. Hz, kHz or MHz). Note that the occupied bandwidth (block 12[e]) is defined as the width of the frequency bandwidth such that, below its lower and above its upper limits, the mean power radiated is each equal to 0.5% of the total mean power radiated.

**Part 2, Block 13: Maximum Bit Rate**

Enter the maximum information bit rate for digital equipment, in bits per second (bps). If spread spectrum is used, enter the bit rate after encoding.

**Part 2, Block 14: Modulation Techniques and Coding**

Describe in detail the modulation and coding techniques employed. For complex modulation schemes, such as direct sequence spread spectrum, frequency hopping or frequency agile, provide information relating to the hop rate, processing gain, clock rate, pre-defined hop sets and frequencies, minimum required number of frequencies per hop set, notching capability, etc. If too lengthy, use Remarks (Part 2, block 24).

Cocher la case appropriée. Se reporter aux instructions pour remplir le bloc Modulation (partie 2, bloc 14) si la case « Oui » est cochée.

**Partie 2, Bloc 12 : Largeur de bande de l'émission**

Indiquer les largeurs de bandes d'émissions pour lesquelles l'émetteur est conçu aux niveaux de -3, -20 et -60 dB et la largeur de bande occupée. Pour les émetteurs radars à impulsions, la largeur de bande de -40 dB doit aussi être indiquée. La largeur de bande d'émission est définie comme étant la largeur de bande apparaissant aux bornes de l'antenne et comprend toute atténuation concrète contribuant par le filtrage des circuits de sortie ou des lignes de transmission. Les valeurs des largeurs de bandes d'émission spécifiées doivent être indiquées telles qu'elles sont calculées ou mesurées en cochant la case appropriée. Si les valeurs sont calculées, les méthodes utilisées doivent être conformes aux indications de la Circulaire de la réglementation des télécommunications 43 (CRT 43) d'Industrie Canada disponibles sur l'Internet. Indiquer les unités utilisées (par exemple, Hz, kHz ou MHz). Remarquer que la largeur de bande occupée (bloc 12[e]) est définie comme étant la largeur de la bande de fréquence telle que, sous sa limite inférieure et au-dessus de sa limite supérieure, la puissance moyenne rayonnée de chacune est égale à 0.5 % de la puissance moyenne rayonnée totale.

**Partie 2, Bloc 13 : Débit binaire maximal**

Indiquer le débit binaire maximal en bits par seconde (bps) pour l'équipement numérique. Indiquer le débit binaire après le codage si l'étalement du spectre est utilisé.

**Partie 2, Bloc 14 : Techniques de modulation et de codage**

Décrire en détail les techniques de modulation et de codage utilisées. Dans le cas des formules complexes de modulation, telles que l'étalement du spectre en ordre direct, à sauts de fréquence ou à agilité de fréquence, fournir de l'information se rapportant aux taux de sauts, aux gains de traitement, à la fréquence d'horloge, aux ensembles de sauts et de fréquences prédéfinis, au nombre minimal nécessaire de fréquences par ensemble de sauts, à la capacité d'absorption, etc. Utiliser le bloc Remarques (partie 2, bloc 24) si le contenu est trop long.

**Part 2, Block 15: Maximum Modulation Frequency**

Enter the maximum modulation or baseband frequency for a frequency or phase-modulated transmitter. This is assumed to be the frequency at the -3 dB point on the high frequency side of the modulator response curve. Indicate the units (e.g. Hz, kHz or MHz).

**Part 2, Block 16: Pre-emphasis**

For frequency or phase-modulated transmitters, check the appropriate box to indicate whether pre-emphasis is available.

**Part 2, Block 17: Deviation Ratio**

For frequency or phase modulated transmitters, enter the deviation ratio, computed as follows:

$$\text{Deviation Ratio} = \frac{\text{Maximum Frequency Deviation}}{\text{Maximum Modulation Frequency}}$$

**Part 2, Block 18: Pulse Characteristics**

For pulse modulated transmitters:

- a. enter the pulse repetition rate, in pulses per second (pps);
- b. enter the pulse width at the half voltage levels, in microseconds (μsec);
- c. enter the pulse rise time, in microseconds (μsec). This is the time required for the leading edge of the voltage pulse to rise from 10% to 90% of its peak amplitude;
- d. enter the pulse fall time, in microseconds (μsec). This is the time required for the trailing edge of the voltage pulse to fall from 90% to 10% of its peak amplitude; and
- e. enter the maximum pulse compression ratio, if applicable.

For coded pulse waveforms refer to instructions for Modulation (Part 2, block 14).

**Partie 2, Bloc 15 : Fréquence maximale de modulation**

Indiquer la fréquence maximale de modulation ou de bande de base pour un émetteur modulé en fréquence ou en phase. Il est tenu pour acquis qu'il s'agit de la fréquence au point de -3 dB du côté haute fréquence de la courbe de réponse du modulateur. Indiquer les unités (par exemple, Hz, kHz ou MHz).

**Partie 2, Bloc 16 : Préaccentuation**

Cocher la case appropriée pour indiquer si la préaccentuation est disponible dans le cas des émetteurs modulés en fréquence ou en phase.

**Partie 2, Bloc 17 : Rapport de déviation**

Indiquer le rapport de déviation calculé de la façon suivante dans le cas des émetteurs modulés en fréquence ou en phase :

$$\text{Rapport de déviation} = \frac{\text{Déviation maximale de la fréquence}}{\text{Fréquence maximale de modulation}}$$

**Partie 2, Bloc 18 : Caractéristiques des impulsions**

Pour les émetteurs modulés par impulsions :

- a. indiquer la fréquence de récurrence d'impulsions en impulsions par seconde (pps);
- b. indiquer la largeur d'impulsions aux niveaux de demi-tension en microsecondes (μsec);
- c. indiquer le temps de montée de l'impulsion en microsecondes (μsec); C'est le temps nécessaire au flanc avant de l'impulsion de tension pour monter de 10 % à 90 % de son amplitude de crête;
- d. indiquer le temps de descente de l'impulsion en microsecondes (μsec); C'est le temps nécessaire au flanc arrière de l'impulsion de tension pour descendre de 90% à 10% de son amplitude de crête; et
- e. indiquer le rapport maximal de compression de l'impulsion s'il s'applique.

Se reporter aux instructions pour remplir le bloc Modulation (partie 2, bloc 14) s'il s'agit de formes d'ondes d'impulsions codées.

**Part 2, Block 19: Power**

Enter the mean power delivered to the antenna terminals for all AM and FM emissions, or the peak envelope power (PEP) for all other classes of emissions. If there are any unique situations, such as interrupted CW, provide details in Remarks (Part 2, block 24). Indicate the units (e.g. W or kW).

**Part 2, Block 20: Output Device**

Enter a description of the device used in the transmitter output stage (e.g. ceramic diode, reflex klystron, transistor or TWT).

**Part 2, Block 21: Harmonic Level**

Enter the harmonic level of the second and third harmonics, in dB, relative to the fundamental. Enter in "other" (block 21[c]) the relative level, in dB, of the highest power harmonic above the third.

**Part 2, Block 22: Spurious Level**

Enter the maximum value of spurious emission, in dB, relative to the fundamental, which occurs outside the -60 dB point on the transmitter fundamental emission spectrum (Part 2, block 12) and does not occur on a harmonic of the fundamental frequency. Indicate, in kHz or MHz, the location of the spurious emission from the fundamental frequency.

**Part 2, Block 23: Industry Canada Type Approval No.**

Enter the Industry Canada type approval number, if applicable.

**Part 2, Block 24: Remarks**

Self-explanatory. Use additional pages if necessary.

**Partie 2, Bloc 19 : Puissance**

Indiquer la puissance moyenne alimentée aux bornes de l'antenne pour toutes les émissions AM et FM, ou la puissance en crête de modulation pour toutes les autres classes d'émissions. Donner les détails dans le bloc Remarques (partie 2, bloc 24) s'il y a des situations uniques telles que des CW interrompues. Indiquer les unités (par exemple, W ou kW).

**Partie 2, Bloc 20 : Dispositif de sortie**

Entrer une description du dispositif utilisé à l'étage de sortie de l'émetteur (par exemple, diode céramique, klystron réflex, transistor ou TOP).

**Partie 2, Bloc 21 : Niveau des harmoniques**

Indiquer, en dB, le niveau des harmoniques de la deuxième et de la troisième harmonique par rapport à la fréquence fondamentale. Indiquer sous « Autre » (bloc 21[c]) le niveau de puissance relatif, en dB, des plus hautes harmoniques au-dessus de la troisième.

**Partie 2, Bloc 22 : Niveau du rayonnement non essentiel**

Indiquer la valeur maximale du rayonnement non essentiel, en dB, relativement à la fréquence fondamentale, qui se produit à l'extérieur du point de -60 dB sur le spectre d'émission fondamentale de l'émetteur (partie 2, bloc 12) et qui ne se produit pas sur une harmonique de la fréquence fondamentale. Indiquer, en kHz ou en MHz, l'emplacement du rayonnement non essentiel de la fréquence fondamentale.

**Partie 2, Bloc 23 : N° du type approuvé d'Industrie Canada**

Indiquer, s'il y a lieu, le numéro du type approuvé d'Industrie Canada.

**Partie 2, Bloc 24 : Remarques**

Suffisamment explicite. Utiliser au besoin des pages supplémentaires.

**PART 3: RECEIVER  
EQUIPMENT CHARACTERISTICS**

**Part 3, Block 1: Nomenclature, Manufacturer's Model No.**

Enter the Government assigned alphanumeric equipment designation. If not available, enter the manufacturer's model number (e.g. MIT 502) and complete Manufacturer's Name (Part 3, block 2). If this too is not available, enter a short descriptive title (e.g. GPS Receiver). A separate receiver submission is required for each receiver in a complex system (e.g. radar ECCM receivers).

**Part 3, Block 2: Manufacturer's Name**

Enter the manufacturer's name, if available. If a manufacturer's model number is listed in Nomenclature (Part 3, block 1), this block must be completed.

**Part 3, Block 3: Receiver Installation**

List specific types of vehicles, ships, planes or buildings, etc., where the receivers will be installed.

**Part 3, Block 4: Receiver Type**

Enter the generic class (e.g. Dual Conversion Superheterodyne or Homodyne).

**Part 3, Block 5: Tuning Range**

Enter the frequency range through which the receiver is capable of being tuned (e.g. 225 to 400 MHz). For equipment designed to operate only at a single frequency, enter that frequency. Include units (e.g. kHz, MHz or GHz).

**Part 3, Block 6: Method of Tuning**

Enter the method of tuning (e.g. crystal, synthesizer or cavity). If the equipment is not readily tuneable in the field, indicate in Remarks (Part 3, block 21) the complexity of tuning. Include complexity factors such as skill levels involved, major assemblies involved, time required, and location (factory or depot) where equipment is to be tuned.

**PARTIE 3 : CARACTÉRISTIQUES  
DE L'ÉQUIPEMENT RÉCEPTEUR**

**Partie 3, Bloc 1 : Désignation, n° de modèle du fabricant**

Indiquer la désignation alphanumérique de l'équipement désigné par le gouvernement. S'il n'est pas disponible, indiquer le numéro du modèle du fabricant (par exemple, MIT 502) et indiquer le nom du fabricant (partie 3, bloc 2). Si ces renseignements ne sont également pas disponibles, indiquer un court titre descriptif (par exemple, récepteur GPS). Une soumission de récepteur distincte est nécessaire pour chaque récepteur d'un système complexe (par exemple, récepteurs radars de CCME).

**Partie 3, Bloc 2 : Nom du fabricant**

Indiquer le nom du fabricant s'il est disponible. Si le numéro du modèle du fabricant est indiqué à la partie 3, bloc 1, ce bloc doit être rempli.

**Partie 3, Bloc 3 : Installation réceptrice**

Indiquer les types spécifiques de véhicules, de navires, d'aéronefs ou de bâtiments, etc., où les récepteurs seront installés.

**Partie 3, Bloc 4 : Type de récepteur**

Indiquer la classe générique (par exemple, superhétérodyne à double changement de fréquence ou homodyne).

**Partie 3, Bloc 5 : Gamme d'accord**

Indiquer la gamme de fréquences sur laquelle le récepteur peut être accordé (par exemple, de 225 à 400 MHz). Indiquer la fréquence dans le cas de l'équipement conçu pour fonctionner seulement à une seule fréquence. Indiquer les unités (par exemple, kHz, MHz ou GHz).

**Partie 3, Bloc 6 : Méthode d'accord**

Indiquer la méthode d'accord (par exemple, quartz, synthétiseur ou cavité). Si l'équipement ne peut être accordé facilement sur le terrain, indiquer dans le bloc Remarques (partie 3, bloc 21) la complexité de l'accord. Inclure les facteurs de complexité tels que les niveaux de compétence nécessaires, les ensembles principaux nécessaires, le

temps nécessaire et l'emplacement (usine ou dépôt) où l'équipement doit être accordé.

### **Part 3, Block 7: RF Channelling Capability**

Describe the RF channelling capability:

- a. for uniformly spaced channels, enter the centre frequency of the first channel and the channel spacing (e.g. first channel 406 MHz, 100 kHz increments);
- b. for continuous tuning, enter the lowest frequency and the word "continuous"; and
- c. for others, including cases where channel selection is under software control, enter a detailed description in Remarks (Part 3, block 21).

### **Part 3, Block 8: Emission Designators**

Enter the emission designators, including the necessary bandwidth, for each designator, in accordance with Appendix D3 to this publication (e.g. 16K0F3E). For systems with a frequency hopping mode as well as a non-hopping mode, enter the emission designators for each mode. Identify each mode as hopping or non-hopping.

### **Part 3, Block 9: Frequency Tolerance**

Enter the frequency tolerance (i.e., the maximum departure of a receiver from its assigned frequency after normal warm-up). Indicate the magnitude, in ppm, for all emission types except single sideband, which must be indicated in Hertz (Hz).

### **Part 3, Block 10: IF Selectivity**

Enter the bandwidth for each IF stage at the -3, -20 and -60 dB levels. Indicate units (e.g. kHz or MHz).

### **Part 3, Block 11: RF Selectivity**

Enter the bandwidth at the -3, -20 and -60 dB levels. The RF bandwidth includes any significant attenuation contributed by filtering in the input circuit

### **Partie 3, Bloc 7 : Répartition des canaux RF**

Décrire la répartition des canaux RF :

- a. pour indiquer la fréquence centrale du premier canal et l'espacement des canaux (par exemple, premier canal à 406 MHz avec incréments de 100 kHz) dans le cas des canaux uniformément espacés;
- b. pour indiquer la plus basse fréquence et le mot « continu » dans le cas de l'accord continu;
- c. pour les autres, y compris les cas où la sélection du canal est commandée par logiciel, entrer une description détaillée dans le bloc Remarques (partie 3, bloc 21).

### **Partie 3, Bloc 8 : Identificateur(s) d'émission**

Indiquer le ou les identificateurs d'émission, y compris la largeur de bande nécessaire pour chaque identificateur conformément au contenu de l'appendice D3 de la présente publication (par exemple, 16K0F3E). Entrer les identificateurs d'émission de chaque mode dans le cas des systèmes avec un mode à sauts de fréquence ainsi que ceux avec un mode sans sauts de fréquence. Identifier chaque mode comme étant à sauts ou sans saut.

### **Partie 3, Bloc 9 : Tolérance de fréquence**

Indiquer la tolérance de fréquence (c'est-à-dire, l'écart maximal d'un récepteur de sa fréquence assignée après le temps de réchauffement normal). Indiquer la magnitude en ppm pour tous les types d'émissions sauf la bande latérale unique, qui doit être indiquée en hertz (Hz).

### **Partie 3, Bloc 10 : Sélectivité FI**

Indiquer la largeur de bande pour chaque étage FI aux niveaux de -3, -20 et -60 dB. Indiquer les unités (par exemple, kHz ou MHz).

### **Partie 3, Bloc 11 : Sélectivité RF**

Indiquer la largeur de bande aux niveaux de -3, -20 et -60 dB. La largeur de bande RF comprend toute atténuation concrète contribué par le filtrage dans le



or transmission line. Values of RF bandwidth specified should be indicated as calculated or measured by checking the appropriate box. Indicate units (e.g. kHz or MHz). Enter the preselection type (e.g. tuneable cavity).

**Part 3, Block 12: IF Frequency**

Enter the tuned frequency of the first, second and third IF stages. Indicate units (e.g. kHz or MHz).

**Part 3, Block 13: DIMTPS 5 Use Only**

Intentionally left blank to match the US form.

**Part 3, Block 14: DIMTPS 5 Use Only**

Intentionally left blank to match the US form.

**Part 3, Block 15: Oscillator Tuned**

Check the appropriate box to indicate the location of the first, second and third oscillator frequencies with respect to the associated mixer input signal.

**Part 3, Block 16: Maximum Bit Rate**

Where applicable, enter the maximum bit rate (bps) that can be used. If spread spectrum is used, enter the bit rate after decoding. Describe any error detecting/correcting codes under Remarks (Part 3, block 21).

**Part 3, Block 17: Sensitivity**

Complete as follows:

- a. enter the sensitivity in dBm;
- b. specify criteria used (e.g. 12 dB SINAD, where SINAD is (Signal + Noise + Distortion) / (Noise + Distortion);
- c. if the receiver is used with terrestrial systems, enter the receiver noise figure in dB; and
- d. if the receiver is used with space or satellite earth stations, enter the receiver noise figure

circuit d'entrée ou dans la ligne de transmission. Les valeurs de la largeur de bandes RF spécifiées doivent être indiquées telles qu'elles sont calculées ou mesurées en cochant la case appropriée. Indiquer les unités (par exemple, kHz ou MHz). Indiquer le type de présélection (par exemple, cavité accordable).

**Partie 3, Bloc 12 : Fréquence FI**

Indiquer la fréquence accordée du premier, du deuxième et du troisième étage FI. Indiquer les unités (par exemple, kHz ou MHz).

**Partie 3, Bloc 13 : À l'usage exclusif du DTPSGI 5**

Bloc laissé intentionnellement vide pour s'apparier au formulaire américain.

**Partie 3, Bloc 14 : À l'usage exclusif du DTPSGI 5**

Bloc laissé intentionnellement vide pour s'apparier au formulaire américain.

**Partie 3, Bloc 15 : Oscillateur accordé**

Cocher la case appropriée pour indiquer la valeur de la première, de la deuxième et de la troisième fréquence de l'oscillateur par rapport au signal d'entrée du mélangeur connexe.

**Partie 3, Bloc 16 : Débit binaire maximal**

S'il y a lieu, indiquer le débit binaire maximal (bps) qui peut être utilisé. Indiquer le débit binaire après le décodage si le spectre étalé est utilisé. Décrire tout code de détection ou de correction sous Remarques (partie 3, bloc 21).

**Partie 3, Bloc 17 : Sensibilité**

Remplir de la façon suivante :

- a. indiquer la sensibilité en dBm;
- b. spécifier le critère utilisé (par exemple, SINAD de 12 dB, SINAD étant (signal + bruit + distorsion) / (bruit + distorsion);
- c. indiquer la valeur de bruit du récepteur en dB si le récepteur est utilisé avec les systèmes terrestres; et
- d. indiquer la valeur de bruit du récepteur en degrés Kelvin si le récepteur est utilisé avec

in Kelvin.

**Part 3, Block 18: De-emphasis**

For frequency or phase-modulated receivers, indicate whether de-emphasis is available.

**Part 3, Block 19: Image Rejection**

Enter the image rejection in dB. Image rejection is the ratio of the image frequency signal level required to produce a specified output to the desired signal level required to produce the same output.

**Part 3, Block 20: Spurious Frequency Rejection**

Enter the spurious frequency rejection in dB. Enter the single level of spurious frequency rejection that the receiver meets or exceeds at all frequencies outside the -60 dB IF bandwidth. Spurious frequency rejection is the ratio of a particular out-of-band frequency signal level required to produce a specified output, to the desired signal level required to produce the same output.

**Part 3, Block 21: Remarks**

Self-explanatory. Use additional pages if necessary.

**Part 3, Block 22: Industry Canada Type Approval No.**

Enter the Industry Canada type approval number, if applicable.

les stations satellites spatiales ou terrestres.

**Partie 3, Bloc 18 : Désaccentuation**

Cocher la case appropriée pour indiquer si la désaccentuation est disponible dans le cas des récepteurs modulés en fréquence ou en phase.

**Partie 3, Bloc 19 : Rejet de fréquence image**

Indiquer le rejet de fréquence image en dB. Le rejet de fréquence image est le rapport du niveau signal de fréquence image nécessaire pour produire une sortie spécifiée au niveau désiré de signal nécessaire pour produire la même sortie.

**Partie 3, Bloc 20 : Rejet des fréquences non essentielles**

Indiquer le rejet des fréquences non essentielles en dB. Indiquer le niveau unique du rejet des fréquences non essentielles que le récepteur rencontre ou dépasse à toutes les fréquences à l'extérieur de la largeur de bande FI de -60 dB. Le rejet de fréquences non essentielles est le rapport d'un niveau de signal de fréquence hors bande nécessaire pour produire une sortie spécifiée au niveau de signal désiré nécessaire pour produire la même sortie.

**Partie 3, Bloc 21 : Remarques**

Suffisamment explicite. Utiliser au besoin des pages supplémentaires.

**Partie 3, Bloc 22 : N° du type approuvé d'Industrie Canada**

Indiquer, s'il y a lieu, le numéro du type approuvé d'Industrie Canada.

**PART 4: ANTENNA  
EQUIPMENT CHARACTERISTICS**

**Part 4, Block 1: Antenna Type**

Check the appropriate box to indicate the type of antenna. For multiantenna systems use a separate Part 4 form for each antenna.

**Part 4, Block 2: Nomenclature, Manufacturer's Model No.**

Enter the Government assigned alphanumeric equipment designation. If not available, enter the manufacturer's model number (e.g. DS6558) and indicate Manufacturer's Name (Part 4, block 3). If this too is not available, enter a short descriptive title (e.g. ATS-6 Telemetry Antenna).

**Part 4, Block 3: Manufacturer's Name**

Enter the manufacturer's name, if available. If a manufacturer's model number is given in Nomenclature (Part 4, block 2), this block must be completed.

**Part 4, Block 4: Frequency Range**

Enter the range of frequencies for which the antenna is designed. Indicate units (e.g. kHz or MHz).

**Part 4, Block 5: Type**

Enter the generic name or describe the general technical features (e.g. Horizontal, Log Periodic, Cassegrain with Polarization Twisting, Whip, Phased Array or Conformal Array). To the extent possible, use the standard antenna configuration given in Appendix D1, Figure D1-1.

**Part 4, Block 6: Polarization**

Enter the polarization. If circular, indicate whether it is left or right handed.

**Part 4, Block 7: Scan Characteristics**

Complete as follows:

**PARTIE 4 : CARACTÉRISTIQUES  
DE L'ÉQUIPEMENT D'ANTENNE**

**Partie 4, Bloc 1 : Type d'antenne**

Cocher la case appropriée pour indiquer le type d'antenne. Utiliser un formulaire distinct pour chaque antenne dans le cas des systèmes à plusieurs antennes.

**Partie 4, Bloc 2 : Désignation, n° de modèle du fabricant**

Indiquer la désignation alphanumérique de l'équipement désigné par le gouvernement. S'il n'est pas disponible, indiquer le numéro du modèle du fabricant (par exemple, DS6558) et indiquer le nom du fabricant (partie 4, bloc 3). Si ces renseignements ne sont pas non plus disponibles, indiquer un court titre descriptif (par exemple, antenne de télémétrie ATS-6).

**Partie 4, Bloc 3 : Nom du fabricant**

Indiquer le nom du fabricant s'il est disponible. Si le numéro du modèle du fabricant est indiqué à la partie 4, bloc 2, ce bloc doit être rempli.

**Partie 4, Bloc 4 : Gamme de fréquences**

Indiquer la gamme de fréquences pour laquelle l'antenne est conçue. Indiquer les unités (par exemple, kHz ou MHz).

**Partie 4, Bloc 5 : Type**

Indiquer le nom générique ou décrire les caractéristiques techniques générales (par exemple, horizontale, log-périodique, Cassegrain avec torsion de polarisation, fouet, réseau à commande de phase ou réseau conforme). Utiliser, dans la mesure du possible, les configurations normalisées d'antenne indiquées à l'appendice D1, figure D1-1.

**Partie 4, Bloc 6 : Polarisation**

Indiquer la polarisation. Si elle est circulaire, indiquer si elle est orientée à gauche ou à droite.

**Partie 4, Bloc 7 : Caractéristiques de balayage**

Remplir de la façon suivante :

- |   |   |
|---|---|
| <p>a. If the antenna scans, enter the type of scanning (e.g. vertical, horizontal, vertical and horizontal);</p> <p>b. Vertical Scan:</p> <p style="margin-left: 20px;">(1) enter the maximum elevation angle, in degrees (positive or negative, referenced to the horizontal), that the antenna can scan;</p> <p style="margin-left: 20px;">(2) enter the minimum elevation angle, in degrees (positive or negative, referenced to the horizontal), that the antenna can scan; and</p> <p style="margin-left: 20px;">(3) enter the vertical scanning rate, in scans per minute.</p> <p>c. Horizontal Scan:</p> <p style="margin-left: 20px;">(1) enter the angular scanning range, in degrees, of the horizontal sector scanned; and</p> <p style="margin-left: 20px;">(2) enter the horizontal scan rate, in scans per minute.</p> <p>d. Indicate if antenna is capable of being sector blanked. If "yes", enter details in Remarks (Part 4, block 10b.).</p> | <p>a. Indiquer le type de balayage (par exemple, vertical, horizontal, vertical et horizontal) si l'antenne balaye;</p> <p>b. Balayage vertical :</p> <p style="margin-left: 20px;">(1) indiquer l'angle de site maximal en degrés (positif ou négatif, par rapport à l'horizontal) auquel l'antenne peut balayer;</p> <p style="margin-left: 20px;">(2) indiquer l'angle minimal d'élévation en degrés (positif ou négatif, par rapport à l'horizontal) auquel l'antenne peut balayer; et</p> <p style="margin-left: 20px;">(3) indiquer la cadence de balayage vertical en balayages par minute.</p> <p>c. Balayage horizontal :</p> <p style="margin-left: 20px;">(1) indiquer la portée angulaire de balayage, en degrés, du secteur horizontal balayé; et</p> <p style="margin-left: 20px;">(2) indiquer la cadence de balayage horizontal en balayages par minute.</p> <p>d. Indiquer si l'antenne est dotée de l'effacement de secteur. Entrer les détails sous Remarques (partie 4, bloc 10b.) si la case « Oui » est cochée.</p> |
|---|---|

**Part 4, Block 8: Gain**

If frequency is between 27.5 MHz and 890 MHz, indicate gain of radiator relative to half wave dipole (dB). If frequency is below 27.5 MHz or above 890 MHz, indicate gain of radiator relative to an isotropic radiator (dBi).

- a. enter the maximum gain, in dB; and
- b. enter the nominal gain of the first major side lobe, in dB, and the angular displacement from the main beam, in degrees.

**Part 4, Block 9: Beamwidth**

Enter the 3 dB beam width in degrees.

**Partie 4, Bloc 8 : Gain**

Indiquer le gain de l'antenne active par rapport à l'antenne de type doublet demi-onde (en dB) si la fréquence est entre 27.5 MHz et 890 MHz. Indiquer le gain de l'antenne active par rapport à une antenne isotrope (en dB) si la fréquence est au dessous de 27.5 MHz ou au-dessus de 890 MHz.

- a. indiquer le gain maximal en dB; et
- b. indiquer le gain nominal du premier lobe latéral principal en dB et le déplacement angulaire à partir du faisceau principal en degrés.

**Partie 4, Bloc 9 : Largeur du faisceau**

Indiquer la largeur du faisceau à 3 dB en degrés.

**Part 4, Block 10: Remarks**

Describe any unusual characteristics of the antenna, particularly as they relate to the assessment of electromagnetic compatibility and to amplify or clarify any of the information provided above. Use additional pages if necessary. In addition, enter the following information, if applicable:

- a. the front-back ratio, in dB, for directional antennas used in radio relay circuits;
- b. for phased array antennas enter:
  - (1) mode of operation, single or multiple beam;
  - (2) single beam parameters; and
  - (3) multiple beam parameters:
    - a) polarization of each beam;
    - a) gain of each beam;
    - b) beam width of each beam; and
  - c) scan characteristics of each beam (Part 4, block 7).

**Partie 4, Bloc 10 : Remarques**

Se servir de ce bloc pour décrire toute caractéristique extraordinaire de l'antenne, particulièrement dans le contexte de l'évaluation de la compatibilité électromagnétique et pour amplifier ou clarifier toute information donnée ci-dessus. Utiliser au besoin des pages supplémentaires. De plus, entrer au besoin l'information suivante :

- a. le rapport avant-arrière, en dB, pour les antennes directionnelles utilisées dans les circuits de relais radio;
- b. indiquer, dans le cas des antennes à commande de phase :
  - (1) le mode de fonctionnement, à faisceau simple ou multiple;
  - (2) les paramètres de faisceau simple; et
  - (3) les paramètres de faisceau multiple :
    - a) la polarisation de chaque faisceau;
    - b) le gain de chaque faisceau;
    - c) la largeur de faisceau de chaque faisceau; et
  - d) les caractéristiques de chaque faisceau (partie 4, bloc 7 de la ci dessus).

### A3.8 DID – Operator and Comprehensive Maintenance Manual

DATA ITEM DESCRIPTION	
1. TITLE <b>Operator and Comprehensive Maintenance Manual</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-ILS-202</b>
3. DESCRIPTION The Operator and Comprehensive Maintenance Manual contains all the essential information required to describe the equipment, its safe and correct operation, and operator maintenance associated with the equipment.	
4. RELATED DOCUMENTS <b>C-01-100-100/AG-008</b> <i>Writer's Guide for Technical Documentation</i>	5. CONTRACT REFERENCE <b>SOW: Para. 4.4.1.1 (pg. 11)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6 PREPARATION INSTRUCTIONS 6.1 CONTENT 6.1.1 The Operator and Comprehensive Maintenance Manual must cover the following topics, and others judged pertinent by the Contractor: 6.1.1.1 General Description/Equipment Overview including technical specifications and part numbers; 6.1.1.2 Software installation and initial setup; 6.1.1.3 Pre-use testing/inspection; 6.1.1.4 Preparation and set up for use; 6.1.1.5 Use and operation, including operation under emergency, adverse, or abnormal conditions, when applicable; 6.1.1.6 Operator Maintenance, IAW the Maintenance Concept para 4.1 (pg. 10); 6.1.1.7 Shut-down and post-shut-down actions and precautions; 6.1.1.8 Preparation for equipment transit by air, land, and sea; 6.1.1.9 Safety/Hazardous material issues; 6.1.2 The Operator and Comprehensive Maintenance Manual material covered in 6.1.1 above, must be amplified by colour illustrations, line drawings, and good quality colour pictures. 6.2 GENERAL FORMAT 6.2.1 The Operator and Comprehensive Maintenance Manual must be prepared in the Contractor's format while being in full conformance with the above-stated issue of C-01-100-100/AG-008. 6.2.2 The Operator and Comprehensive Maintenance Manual must include the National Defence Index of Documentation (NDID) number (provided to the Contractor by DND) that must be placed on the top right corner of all the pages of the manual. 6.3 HARD COPY FORMAT 6.3.1 The accepted Operator and Comprehensive Maintenance Manual hard copies must be: 6.3.1.1 Printed on paper with these characteristics: 6.3.1.1.1 Standard US Letter Size (270 mm x 216 mm) 6.3.1.1.2 Covers: 320-370 g/m <sup>2</sup> polyester film (such as Pico Film), matt surface and white colour 6.3.1.1.3 Pages: 90-140 g/m <sup>2</sup> polyester film (such as Pico Film), matt surface and white colour 6.3.1.2 Bound with white or black spiral coil (PLASTIKOIL®)	

#### **6.4 SOFT COPY FORMAT**

- 6.4.1 The Operator and Comprehensive Maintenance Manual must be provided as a PDF file with searchable text that matches the printed publication's format and layout. Links, bookmarks and thumbnails are to be included in the PDF file. All references made to a specific paragraph, figure, appendix must be appropriately linked.
- 6.4.2 Viewing the Operator and Comprehensive Maintenance Manual PDF: pages, regardless of size, containing text and illustrations in landscape, must be rotated for electronic viewing and reading in landscape.
- 6.4.3 **Soft Copy format submission size below 7MB** – The Operator and Comprehensive Maintenance Manual PDF and its native file may be submitted via email as follows:
  - 6.4.3.1 To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
  - 6.4.3.2 Subject Field: DRPS-ILS-202 – Operator and Comprehensive Maintenance Manual – [Rev #] – [Date of Issue]
- 6.4.4 **Soft Copy format submission size at or above 7MB** - The Operator and Comprehensive Maintenance Manual PDF and its native file must be submitted on CD or DVD media and be labelled as follows:
  - 6.4.4.1 Digital Radiography Panel System
  - 6.4.4.2 Operator and Comprehensive Maintenance Manual;
  - 6.4.4.3 DRPS-ILS-202;
  - 6.4.4.4 The Revision number, and
  - 6.4.4.5 The date of issue.

### A3.9 DID – Operator Quick Reference Card

DATA ITEM DESCRIPTION	
1. TITLE <b>Operator Quick Reference Card</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-ILS-203</b>
3. DESCRIPTION Operator Quick Reference Card (OQRC) will allow the trained user to quickly unpack, assemble, and safely use the equipment.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE <b>SOW: Para. 4.4.1.2.1 (pg. 11)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6. PREPARATION INSTRUCTIONS	
<p>6.1. <b>CONTENT</b></p> <p>6.1.1. The OQRC must contain the necessary instructions to allow a trained user to quickly, safely and effectively operate the equipment.</p> <p>6.1.2. The OQRC must assume that the equipment's initial state is packed in its carrying case (see Technical Specification(s)).</p> <p>6.1.3. The OQRC instructions must be based on pictograms illustrating the sequence of steps required while using only minimal text to assist in the understanding of the document. Desired look and feel would be similar to commercial airline safety pamphlets describing the use of oxygen masks, and emergency exits.</p> <p>6.1.4. The OQRC must not introduce new information and procedures not also described in the Operator Manual, as the Operator Manual is the master document on how to use the equipment.</p> <p>6.1.5. The OQRC cautionary advisory's heading must be determined based on the criteria set out in ANNEX A SOW para. 4.4.3.1.</p> <p>6.1.6. The OQRC cautionary advisory must read as follows: <b>"This Operator Quick Reference Card is intended solely for experienced users who have been trained on this equipment, and have read and understood its Operator Manual (CFTO# to be supplied by DND). When in doubt, read the Operator Manual before operating this equipment."</b></p> <p>6.1.7. The OQRC cautionary advisory must also have, immediately following this text, a brief description of the consequences of misuse of the equipment, linked to the same criteria listed in 6.1.5 above.</p> <p>6.2. <b>HARD COPY FORMAT</b></p> <p>6.2.1. The accepted OQRC hard copies must:</p> <p>6.2.1.1. Be printed on paper with pages of 260-320 g/m<sup>2</sup> polyester film (such as Pico Film), matt surface and white colour, and bound with white or black spiral coil (PLASTIKOIL®);</p> <p>6.2.1.2. Contain no more than four (4) sheets;</p> <p>6.2.1.3. Be produced and printed exclusively in black and white.</p> <p>6.3. <b>SOFT COPY FORMAT</b></p> <p>6.3.1. The OQRC must be provided as a PDF file with searchable text that matches the printed publication's format and layout. Links, bookmarks and thumbnails are to be included in the PDF file. All references made to a specific paragraph, figure, appendix must be appropriately linked.</p> <p>6.3.2. Viewing the OQRC PDF: pages, regardless of size, containing text and illustrations in landscape, must be rotated for electronic viewing and reading in landscape.</p> <p>6.3.3. <b>Soft Copy format submission size below 7MB</b> – The OQRC PDF and its native file may be submitted via email as follows:</p> <p>6.3.3.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.</p> <p>6.3.3.2. Subject Field: DRPS-ILS-203 – OQRC – [Rev #] – [Date of Issue]</p>	



6.3.4. **Soft Copy format submission size at or above 7MB** - The OQRC PDF and its native file must be submitted on CD or DVD media and be labelled as follows:

- 6.3.4.1. Digital Radiography Panel System
- 6.3.4.2. OQRC;
- 6.3.4.3. DRPS-ILS-203;
- 6.3.4.4. The Revision number, and
- 6.3.4.5. The date of issue.

### A3.10 DID – Operator Training Package

DATA ITEM DESCRIPTION	
1. TITLE <b>Operator Training Package</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-ILS-204</b>
3. DESCRIPTION The Operator Training Package will be used as the reference material during the Training Sessions, and to facilitate future lesson plan preparation on the operation, Operator maintenance and storage of the equipment.	
4. RELATED DOCUMENTS <b>C-01-100-100/AG-008</b> <i>Writer's Guide for Technical Documentation</i>	5. CONTRACT REFERENCE <b>SOW: Para. 4.4.1.3.1 (pg. 11)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6. PREPARATION INSTRUCTIONS 6.1. <b>CONTENT</b> 6.1.1. The Operator Training Package course material must include, in the order judged most appropriate by the Contractor, the following subjects: 6.1.1.1. General Description/Equipment Overview; 6.1.1.2. Software installation and initial setup; 6.1.1.3. Pre-use testing/inspection; 6.1.1.4. Preparation and set up for use; 6.1.1.5. Use and operation, including operation under emergency, adverse, or abnormal conditions, when applicable; 6.1.1.6. Preparation for travel and handling; 6.1.1.7. Safety and Hazardous material issues; 6.1.1.8. Operator Troubleshooting and testing; 6.1.1.9. Basic diagnosis and fault finding; and, 6.1.1.10. Operator Maintenance IAW the Maintenance Concept para. 4.1 (pg. 10). 6.1.2. The Operator Training Package course material must be amplified by colour illustrations, line drawings, and good quality colour pictures. 6.1.3. The Operator Training Package course material subjects must be approached from the perspective of experienced operators with knowledge of X-ray theory and safety. 6.1.4. The Operator Training Package course material must not present any information that cannot also be found in the Technical Publication Package documents, excluding this Operator Training Package; those documents remain the primary reference for the equipment. 6.1.5. The Operator Training Package must include a <b>Student Handout</b> that includes the course material described above. 6.1.6. The Operator Training Package must include an <b>Instructor Lesson Plan</b> that includes the course material described above, speaker's notes, and outlines the following: 6.1.6.1. Classroom's physical and functional requirements; 6.1.6.2. Field area's physical and functional requirements; 6.1.6.3. Training Session schedule, divided by course material subjects; 6.1.6.4. Instructor/Student ratio for the course material subjects; 6.1.6.5. Training materiel to be supplied by the Contractor;	

6.1.6.6. Training material to be supplied by Canada.

**6.2. GENERAL FORMAT**

- 6.2.1. The Operator Training Package can be prepared in the Contractor's format while using C-01-100-100/AG-008 as guidance.
- 6.2.2. No Contractor or sub-contractor logo, name, trademark, or other wording or device that may be interpreted as advertising must appear in the publication.
- 6.2.3. The Operator Training Package **Student Handout** must have no more than three (3) slides per page of the course material, and have additional space and lines for note taking.
- 6.2.4. The Operator Training Package **Instructor Lesson Plan** must have one (1) slide per page of the course material, with the speaker's notes below it.

**6.3. HARD COPY FORMAT**

- 6.3.1. The Operator Training Package must be furnished in a three (3) ring binder(s) and printed on paper with these characteristics:
  - 6.3.1.1. Weight of no less than 90 g/m<sup>2</sup>;
  - 6.3.1.2. Brightness of no less than 92 ISO brightness;

**6.4. SOFT COPY FORMAT**

- 6.4.1. The Operator Training Package soft copy format must be MS PowerPoint.
- 6.4.2. **Soft Copy format submission size below 7MB** – The Operator Training Package may be submitted via email as follows:
  - 6.4.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
  - 6.4.2.2. Subject Field: DRPS-ILS-204 – Operator Training Package – [Rev #] – [Date of Issue]
- 6.4.3. **Soft Copy format submission size at or above 7MB** - The Operator Training Package file must be submitted on CD or DVD media and be labelled as follows:
  - 6.4.3.1. Digital Radiography Panel System
  - 6.4.3.2. Operator Training Package;
  - 6.4.3.3. DRPS-ILS-204;
  - 6.4.3.4. The Revision number, and
  - 6.4.3.5. The date of issue.

### A3.11 DID – Provisioning Parts Breakdown

DATA ITEM DESCRIPTION																	
1. TITLE <b>Provisioning Parts Breakdown</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-ILS-205</b>																
3. DESCRIPTION  The Provisioning Parts Breakdown (PPB) is a top-down breakdown of the equipment in the configuration in which it is being procured. This breakdown is accomplished by listing all parts included in the end item in a lateral and descending family tree/generation breakdown. In this breakdown, all assemblies, subassemblies and parts are listed in relation to the next higher assembly. This relationship is shown by means of an indentation code as illustrated in the top-down breakdown sequence. For example, an assembly with indentation code B must be followed by a detailed breakdown of all the subsequent indentation codes pertaining to that assembly before the next indentation code B assembly (if any) is, in turn, broken down.																	
4. RELATED DOCUMENTS <b>D-01-100-214/SF-000</b> <i>Specification for Preparation of Provisioning Documentation for Canadian Forces Equipment</i>	5. CONTRACT REFERENCE <b>SOW: Para. 4.5.3.1.1 (pg. 12)</b> <b>CDRL: App. A2.2 (pg. 26)</b>																
6 PREPARATION INSTRUCTIONS 6.1 <b>CONTENT</b>  6.1.1 The PPB must contain data as per Table 1 below that supersedes Figures 1 and 5 in D-01-100-214/SF-000.  6.1.2 The PPB attaching parts and fasteners, given a “Y” indentation code, must immediately follow the part which they fasten.  6.1.3 The PPB Data Field definitions can be found at section 3.9.4 of the D-01-100-214/SF-000 specification. The following override applies: <i>Expanded Description (SPTD)</i> must contain the line item’s applicable SPTD filename.  6.1.4 For clarity:  6.1.4.1 <i>Original Equipment Manufacturer’s Part Number</i> refers only to the Contractor which DND has contracted to supply the equipment; data from sub-contractors for items that they did not manufacture or do not control are not permitted. This field may be left blank if no data is available, or if it is the same as the MRN.  6.1.4.2 <i>Quantity per Assembly (QPA)</i> refers to the number of times the item is used in the next higher assembly. For example, a C-level item’s QPA will show the number of times it is used in its related B-level assembly, without being multiplied by the number of B-level assemblies.  6.1.4.3 <i>Quantity per Equipment (QPE)</i> refers to the total number of times the item is used in the whole prime equipment (A-level). If that quantity exceeds 99999, the figure will show 99999 in the field, with the true quantity (if known) shown in the <i>Expanded Description</i> field.  6.1.4.4 <i>NATO Commercial and Government Entity (NCAGE) Codes</i> can be searched and requested through the NATO portal: <a href="https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx">https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx</a> .																	
<p style="text-align: center;"><b>TABLE 1</b></p> <table> <tr> <th>Data Fields Required</th><th>Field Length</th></tr> <tr> <td>Item Number</td><td>6</td></tr> <tr> <td>Indentation Code</td><td>1</td></tr> <tr> <td>Item Name</td><td>32</td></tr> <tr> <td>MRN</td><td>30</td></tr> <tr> <td>NCAGE</td><td>5</td></tr> <tr> <td>OEM’s Part Number</td><td>30</td></tr> <tr> <td>NATO Stock Number</td><td>16</td></tr> </table>		Data Fields Required	Field Length	Item Number	6	Indentation Code	1	Item Name	32	MRN	30	NCAGE	5	OEM’s Part Number	30	NATO Stock Number	16
Data Fields Required	Field Length																
Item Number	6																
Indentation Code	1																
Item Name	32																
MRN	30																
NCAGE	5																
OEM’s Part Number	30																
NATO Stock Number	16																

Quantity Per Assembly (QPA)	4
Quantity Per Equipment (QPE)	5
Standard Unit Price	9
Unit Of Issue	2
Reparability Indicator (REP)	1
Government Supplied Material (GSM)	1
Procurement Lead Time (PLT)	3
Shelf Life	2
Usage Rate	5
Recommended Buy Quantity	8
SMR Code	5
Expanded Description	34
Expanded Description (SPTD)	74

- 6.1.5 The Source Maintenance and Recoverability (SMR) Codes are used to communicate maintenance and supply instructions to the various logistic support levels and user organizations for the logistic support of systems, equipment, and end items. The PPB SMR Codes must be chosen from the following list:

SMR Field Position	Code	Application/Explanation
First and Second Position Source Codes	PA	Item procured and stocked for anticipated or known usage. Items are normally considered for replenishment
	PC	Item procured and stocked, but is deteriorative in nature.
	PF	Support equipment which will not be stocked, but which will be centrally procured on demand.
	XA	Item is not procured or stocked because the requirements for the item will result in the replacement of the next higher assembly
	XC	Installation drawing, diagram, instruction sheet, or field Service drawing, that is identified by the manufacturers' part number.
Third Position Maintenance Codes	C	Support item is removed, replaced, used by the operator/crew.
	O	Support item is removed, replaced, or used at the Technician Maintenance level.
	K	Repairable item. Item is removed, replaced, or used at contractor facility.
Fourth Position Repair Codes	C	The lowest maintenance activity capable of complete repair of the support item is the operator/crew.
	O	The lowest maintenance activity capable of complete repair of the support item is the Technician Maintenance level.
	K	Repairable support item. Complete repair capability exists at a designated contractor facility.
	Z	Non-repairable.
Fifth Position Recoverability Codes	C	Repairable item. When uneconomically repairable, condemn and disposed by the operator/crew.
	Z	Non-repairable item. When item becomes unserviceable, condemn and disposed of by authorized activity.
	O	Repairable item. When uneconomically repairable, condemn and dispose at organizational activity.
	K	Repairable item. Condemnation and disposal to be performed at contractor facility.

## 6.2 GENERAL FORMAT

- 6.2.1 The PPB must be prepared as an MS Excel spreadsheet, formatted IAW D-01-100-214/SF-000, except where superseded by Table 1 above.

## 6.3 HARD COPY FORMAT

- 6.3.1 The PPB must be printed on paper with these characteristics:
- 6.3.1.1 Standard US Ledger size (432 mm x 279 mm)
  - 6.3.1.2 Weight of no less than 90 g/m<sup>2</sup>;

6.3.1.3 Brightness of no less than 92 ISO brightness;

**6.4 SOFT COPY FORMAT**

6.4.1 The PPB must be provided as an MS Excel Spreadsheet file.

6.4.2 **Soft Copy format submission size below 7MB** – The PPB may be submitted via email as follows:

6.4.2.1 To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.

6.4.2.2 Subject Field: DRPS-ILS-205 – PPB – [Rev #] – [Date of Issue]

6.4.3 **Soft Copy format submission size at or above 7MB** - The PPB file must be submitted on CD or DVD media and be labelled as follows:

6.4.3.1 Digital Radiography Panel System

6.4.3.2 Provisioning Parts Breakdown;

6.4.3.3 DRPS-ILS-205;

6.4.3.4 The Revision number, and

6.4.3.5 The date of issue.

### A3.12 DID – Supplementary Provisioning Technical Documentation

DATA ITEM DESCRIPTION	
1. TITLE <b>Supplementary Provisioning Technical Documentation</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-ILS-206</b>
3. DESCRIPTION The Supplementary Provisioning Technical Documentation (SPTD) fully identifies and describes part(s) that may be catalogued.	
4. RELATED DOCUMENTS <b>D-01-100-214/SF-000</b> <i>Specification for Preparation of Provisioning Documentation for Canadian Forces Equipment</i> <b>D-01-400-001/SG-000</b> <i>Standard - Engineering Drawing Practices</i>	5. CONTRACT REFERENCE <b>SOW: Para. 4.5.3.2.1 (pg. 12)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
<p><b>6. PREPARATION INSTRUCTIONS</b></p> <p><b>6.1. CONTENT</b></p> <p>6.1.1. The Supplementary Provisioning Technical Documentation (SPTD) must be provided for each item appearing on the Provisioning Documentation as follows:</p> <p>6.1.1.1. The SPTD must include the technical data required for DND to classify and fully describe the item within the NATO codification system, allowing for item identification and cataloguing purposes.</p> <p>6.1.1.2. Key elements of good SPTD:</p> <p>6.1.1.2.1. Displays the true manufacturer company logo &amp; address (or NCAGE), and MRN (see D-01-100-214/SF-000 for definitions.).</p> <p>6.1.1.2.2. Lists characteristic data about the item:</p> <p>6.1.1.2.2.1. Configuration;</p> <p>6.1.1.2.2.2. Physical characteristics, such as dimensions, tolerances, material, mandatory processes, surface finish, and protective coatings;</p> <p>6.1.1.2.2.3. Electrical Characteristics;</p> <p>6.1.1.2.2.4. Performance data;</p> <p>6.1.1.2.2.5. Special features which contribute to the uniqueness of the item, especially for common items modified to a particular standard of performance.</p> <p>6.1.1.2.3. Clearly shows the item in question.</p> <p>6.1.1.2.4. Shows where the item fits in the next higher assembly (where practical).</p> <p><b>6.2. GENERAL FORMAT</b></p> <p>6.2.1. The SPTD must be prepared as black and white line drawing(s) or with good quality photograph(s) within a Technical Datasheet.</p> <p>6.2.1.1. If prepared as a drawing, the SPTD must follow the drawing format of D-01-400-001/SG-000 section 7.4, with attached parts lists (for assemblies), so that DND can ensure that the Provisioning Documentation reflects the current and complete configuration of the equipment being produced.</p> <p><b>6.3. HARD COPY FORMAT</b></p> <p>6.3.1. The SPTD must be printed on Ledger (11x17) paper with these characteristics:</p> <p>6.3.1.1. Weight of no less than 90 g/m2;</p> <p>6.3.1.2. Brightness of no less than 92 ISO brightness;</p> <p><b>6.4. SOFT COPY FORMAT</b></p> <p>6.4.1. The SPTD must be submitted in PDF file type, with filenames in the following format: (MRN)_(NCAGE)_(item name).pdf.</p> <p>6.4.2. <b>Soft Copy format submission size below 7MB</b> – The SPTD PDFs may be submitted via email as follows:</p>	

6.4.2.1.	To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
6.4.2.2.	Subject Field: DRPS-ILS-206 – SPTD – [Rev #] – [Date of Issue]
6.4.3.	<b>Soft Copy format submission size at or above 7MB</b> – The SPTD PDFs must be submitted on CD or DVD media and be labelled as follows:
6.4.3.1.	Digital Radiography Panel System
6.4.3.2.	SPTD;
6.4.3.3.	DRPS-ILS-206;
6.4.3.4.	The Revision number, and
6.4.3.5.	The date of issue.



### A3.13 DID – Identification Plates – Design Template & Populated Designs

DATA ITEM DESCRIPTION	
1. TITLE <b>Identification Plates – Design Template &amp; Populated Designs</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-ILS-207</b>
3. DESCRIPTION The Identification Plates uniquely identify equipment and components and spares based on the procedures governing the identification marking of Canadian military property.	
4. RELATED DOCUMENTS <b>D-02-002-001/SG-001</b> <i>Canadian Forces Standard Identification Marking of Canadian Military Property</i> <b>D-01-400-002/SF-000</b> <i>Specification - Levels of Engineering Drawings</i>	5. CONTRACT REFERENCE <b>SOW: Para. 4.6.1 (pg. 13)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6. PREPARATION INSTRUCTIONS	
6.1. <b>CONTENT AND GENERAL FORMAT</b>	
6.1.1. In accordance with D-02-002-001/SG-001, the Identification Plates affixed to each item included in Annex A SOW para 4.6.2 must be of size, format, and construction appropriate for the item being identified, and contain the data required for those Identification Plate formats in both official languages.	
6.1.2. The Identification Plates Design Template & Populated Designs must be prepared as representative Level 2 drawings (see D-01-400-002/SF-000).	
6.1.2.1. The Level 2 drawings must include the mounting or installation method for each Identification Plate, with any fasteners described by size, and/or technical standard, and/or NSN, and quantity.	
6.2. <b>HARD COPY FORMAT</b>	
6.2.1. The Identification Plates Design Template & Populated Designs must be:	
6.2.1.1. Printed in 1:1 scale;	
6.2.1.2. Printed on Standard US Ledger size paper (432 mm x 279 mm), with a:	
6.2.1.2.1. Weight of no less than 90 g/m <sup>2</sup> ;	
6.2.1.2.2. Brightness of no less than 92 ISO brightness;	
6.3. <b>SOFT COPY FORMAT</b>	
6.3.1. The Identification Plates Design Template & Populated Designs must be provided as PDF files, filename labelled in the following way: [Item Name]_[MRN].pdf.	
6.3.2. The Identification Plates Design Template and Populated Designs PDFs containing text and illustrations in landscape, must be rotated for electronic viewing and reading in landscape.	
6.3.3. <b>Soft Copy format submission size below 7MB</b> – The Identification Plates Design Template & Populated Designs may be submitted via email as follows:	
6.3.3.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.	
6.3.3.2. Subject Field: DRPS-ILS-207 – Identification Plates – [Rev #] – [Date of Issue]	
6.3.4. <b>Soft Copy format submission size at or above 7MB</b> – The Identification Plates Design Template & Populated Designs file must be submitted on CD or DVD media and be labelled as follows:	
6.3.4.1. Digital Radiography Panel System	
6.3.4.2. Identification Plates	
6.3.4.3. DRPS-ILS-207;	

6.3.4.4.	The Revision number, and
6.3.4.5.	The date of issue.

### A3.14 DID – Controlled & Non-Controlled Goods List

DATA ITEM DESCRIPTION	
1. TITLE <b>Controlled &amp; Non-Controlled Goods List (CNCGL)</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-ILS-208</b>
3. DESCRIPTION  <u>Controlled Goods Items</u> – The CNCGL identifies if the controlled goods end items, components and sub-components of the equipment are specifically designed and modified for military purpose, and provides the Demilitarization Instructions if required.  <u>Non-Controlled Goods Items</u> – The CNCGL still includes non-controlled goods end items, components and sub-components of the equipment, as they will still require a DMC assignment.	
4. RELATED DOCUMENTS <b>C-02-007-000/AG-001</b> <i>Controlled Technology Access and Transfer (CTAT) Manual</i>	5. CONTRACT REFERENCE <b>SOW: Para. 4.7.1 (pg. 13)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6. PREPARATION INSTRUCTIONS 6.1. <b>CONTENT</b> 6.1.1. The CNCGL must identify end items accordingly, IAW C-02-007-000/AG-001: 6.1.1.1. For Canadian origin items, Canada's Export Control List (ECL) articles that apply in accordance with the Defence Product Act (DPA); 6.1.1.2. For US origin dual use, the Export Control Classification Number (ECCN) of the Commerce Control List that applies; 6.1.1.3. For US origin controlled goods also known as defence articles, the United States Munitions List (USML) Category and paragraph that apply in accordance with the International Traffic in Arms Regulations (ITAR); 6.1.1.4. For all other countries other than Canada and the USA, the category and article of the Wassenaar Control List that applies, and 6.1.1.5. All items require a Demilitarization Code (DMC). 6.2. <b>GENERAL FORMAT</b> 6.2.1. The CNCGL must be in spreadsheet format with 6 columns: 6.2.1.1. Item name; 6.2.1.2. Manufacturer's Reference Part Number; 6.2.1.3. Ref para for Canadian origin items (ECL); 6.2.1.4. Ref para for US origin controlled goods (USML); 6.2.1.5. Demilitarization Code (DMC); 6.2.1.6. Formal Demilitarisation Instructions, if DMC is F; 6.2.1.7. Remarks. 6.3. <b>HARD COPY FORMAT</b> 6.3.1. The CNCGL must be printed on paper with these characteristics: 6.3.1.1. Weight of no less than 90 g/m2; 6.3.1.2. Brightness of no less than 92 ISO brightness;	

**6.4. SOFT COPY FORMAT**

- 6.4.1. The CNCGL must be provided as an MS Excel Spreadsheet file.
- 6.4.2. **Soft Copy format submission size below 7MB** – The CNCGL may be submitted via email as follows:
  - 6.4.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
  - 6.4.2.2. Subject Field: DRPS-ILS-208 – CNCGL – [Rev #] – [Date of Issue]
- 6.4.3. **Soft Copy format submission size at or above 7MB** – The CNCGL file must be submitted on CD or DVD media and be labelled as follows:
  - 6.4.3.1. Digital Radiography Panel System
  - 6.4.3.2. CNCGL
  - 6.4.3.3. DRPS-ILS-208;
  - 6.4.3.4. The Revision number, and
  - 6.4.3.5. The date of issue.

### A3.15 DID – Identification Labels for Storage & Shipment and Packaging Codes

DATA ITEM DESCRIPTION	
1. TITLE <b>Identification Labels for Storage &amp; Shipment and Packaging Codes</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-ILS-209</b>
3. DESCRIPTION  The Identification Labels for Storage & Shipment and Packaging Codes (CF271 forms) ensures that the labelling used to identify packages for items procured by DND and shipped to and stored at a Canadian facility comply with CAF specifications. As well, this will allow DND to obtain a complete record of packaging codes for catalogued items of the equipment.	
4. RELATED DOCUMENTS <b>D-LM-008-011/SF-001</b> <i>Preparation and Use of Packaging Requirements Codes</i> <b>D-LM-008-002/SF-001</b> <i>Specification for Marking for Storage and Shipment</i> <b>D-01-400-002/SF-000</b> <i>Specification - Levels of Engineering Drawings</i> <b>CF271 Form</b> <i>(MS Excel version provided by DND after contract award)</i>	5. CONTRACT REFERENCE <b>SOW: Para. 4.8.3 (pg. 13)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6. PREPARATION INSTRUCTIONS  6.1. <b>CONTENT AND GENERAL FORMAT</b>  6.1.1. The Identification Labels for Storage & Shipment design, populated with the appropriate data, must be provided as Level 1 drawings (see D-01-400-002/SF-000) and include dimensions to show the measurements as defined by D-LM-008-002/SF-001 (example: text size, bar code dimensions).  6.1.2. A separate Packaging Code (CF271 Form) must be provided electronically for each item that: 6.1.2.1. Requires special packaging, packing, or preservation considerations to meet the required protection level (see 4.8.1 of the SOW), as per D-LM-008-011/SF-001 (see Table 1 below); and, 6.1.2.2. Has a NATO Stock Number (NSN). 6.1.3. The CF271 forms' file name must correspond to the item listed within, either by its part number or NSN (example: CF271 9422-01-552-8836.xls).  6.2. <b>HARD COPY FORMAT</b>  6.2.1. The Identification Labels for Storage & Shipment designs must be printed on paper with these characteristics: 6.2.1.1. Standard US Ledger size (432 mm x 279 mm) 6.2.1.2. Weight of no less than 90 g/m2; 6.2.1.3. Brightness of no less than 92 ISO brightness;  6.3. <b>SOFT COPY FORMAT</b>  6.3.1. The Identification Labels for Storage & Shipment designs must be provided as PDF files. 6.3.2. The Identification Labels for Storage & Shipment designs PDFs containing text and illustrations in landscape, must be rotated for electronic viewing and reading in landscape. 6.3.3. The Packaging Codes (CF271 forms) must be provided as MS Excel Spreadsheet files. 6.3.4. <b>Soft Copy format submission size below 7MB</b> – The Identification Labels for Storage & Shipment and Packaging Codes may be submitted via email as follows: 6.3.4.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract. 6.3.4.2. Subject Field: DRPS-ILS-209 – Identification Labels for Storage & Shipment and Packaging Codes – [Rev #] – [Date of Issue] 6.3.5. <b>Soft Copy format submission size at or above 7MB</b> – The Identification Labels for Storage & Shipment and Packaging Codes files must be submitted on CD or DVD media and be labelled as follows:	

- 6.3.5.1. Digital Radiography Panel System
- 6.3.5.2. Identification Labels for Storage & Shipment and Packaging Codes
- 6.3.5.3. DRPS-ILS-209;
- 6.3.5.4. The Revision number, and
- 6.3.5.5. The date of issue.

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Table 1: Sample CF271 form

### A3.16 DID – List of Items to be Supported

DATA ITEM DESCRIPTION	
1. TITLE <b>List of Items to be Supported</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-ILS-210</b>
3. DESCRIPTION  The List of Items to be Supported (LIS) will provide the repairable/consumable item data, software items and technical data, which will be supported once the system is delivered. DND will use this information, along with the provisioning data, to populate the Support SOW Appendix A1.0 tables.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE  <b>SOW: Para. 4.9.1 (pg. 13)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6. PREPARATION INSTRUCTIONS  6.1. <b>CONTENT</b>  6.1.1. The LIS must provide an overview and understanding to DND on how the DRPS and its associated equipment will be supported once the DRPS is delivered. Refer to the Support SOW for further information.  6.1.2. The LIS must provide the following completed tables, stemming from the Concept of Operation & Support (in accordance with the Support SOW), and in accordance with the Maintenance Concept ANNEX A paragraph 4.1.1.1 (page 10):  6.1.2.1. Supported Equipment and Spares Table – This includes the repairable equipment or components of the complete system and consumable equipment.  6.2. <b>GENERAL FORMAT</b>  6.2.1. The LIS must be prepared as an MS Word document with tables.  6.3. <b>SOFT COPY FORMAT</b>  6.3.1. The LIS must be provided as an MS Word file.  6.3.2. <b>Soft Copy format submission size below 7MB</b> – The LIS may be submitted via email as follows:  6.3.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.  6.3.2.2. Subject Field: DRPS-ILS-210 – LIS – [Rev #] – [Date of Issue]  6.3.3. <b>Soft Copy format submission size at or above 7MB</b> – The LIS file must be submitted on CD or DVD media and be labelled as follows:  6.3.3.1. Digital Radiography Panel System  6.3.3.2. LIS  6.3.3.3. DRPS-ILS-210;  6.3.3.4. The Revision number, and  6.3.3.5. The date of issue.	

## Supported Equipment and Spares Table

An explanation of each column is detailed below:

1. System Identifier MRN/OEM Part No – A unique identifier for the Item, as used in the applicable technical manuals or supply management system.
2. Item Nomenclature – The name of the Item that may include Item class/group categories and functional descriptors.
3. NATO Stock Number (NSN) – The 13-digit identifier used in NATO and allied cataloguing systems. The NSN will be included if the Item is to be ordered by DND.
4. Regular or Free-Flow R&O by Item
  - a. Repair Cost Estimate (RCE) – Identifies that the item will require a cost estimate before repairs or overhaul can begin.
    - i. This is used for regular R&O when equipment is more complex so the TA requires more visibility on what is being proposed, has not yet reached steady-state and is therefore harder to predict typical repair costs/requirements, and repairs occur at a low rate.
  - b. Maximum Repair Cost (MRC) – Identifies the maximum amount authorized that includes all labour and material costs, to be expended to repair an item. Repairs above the MRC must be approved by DND before any repair or overhaul work commences. Standard Selection Notice Observation Message procedures as detailed in A-LM-184-001/JS-001 must apply.
    - i. This is used for free-flow R&O when equipment repairs are well understood or are less complex, and are used for repairs that occur at a high rate.
5. Repair Turn-Around-Time (TAT) – Identifies the Repair TAT, if different from the general Repair TAT, as defined in Support SOW, indicating that this item is of greater importance to the operation of the DRPS and therefore requires a faster turn-around. Repair TAT is indicated in calendar days; if left blank, then general Repair TAT is followed.

**NOTE:** INFORMATION IN THIS TABLE WILL BE FINALIZED AFTER DELIVERY AND ACCEPTANCE OF THE PROVISIONING DOCUMENTATION.

Item Identifier MRN/OEM Part No. (1)	Item Nomenclature (2)	NSN (if item can be ordered) (3)	Regular or Free-Flow RCE/MRC (4)	Repair TAT (cal. Days) (5)
	DRPS		RCE	



### A3.17 DID – Equipment Environmental Assessment

DATA ITEM DESCRIPTION	
1. TITLE <b>Equipment Environmental Assessment (EEA)</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-ILS-211</b>
3. DESCRIPTION The EEA identifies and documents potential environmental impacts of the equipment over the entire life-cycle and the associated mitigation measures required to reduce or eliminate them.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE <b>SOW: Para. 5.4.1 (pg. 16)</b> <b>CDRL: App. A2.2 (pg. 26)</b>
6. PREPARATION INSTRUCTIONS	
6.1. <b>CONTENT</b>	
6.1.1. <b>Title Page</b>	
6.1.1.1. Equipment Name and NSN (if available).	
6.1.1.2. Assessment Contact: Name, title and company name of the author of the EEA.	
6.1.2. <b>Executive Summary</b>	
6.1.2.1. Provide a brief summary of potential environmental impacts and recommended mitigation measures for each life-cycle (test and evaluation following production, operation and maintenance, and demilitarization and disposal).	
6.1.3. <b>Equipment Description</b>	
6.1.3.1. Equipment description: Provide an overview of the equipment and identify each major sub-system as per the Equipment Breakdown Structure.	
6.1.3.2. For each major sub-system, identify the following:	
6.1.3.2.1. Ionizing radiation sources (radioisotopes and x-ray). e.g. Uranium, Radon, plutonium and tritium etc.	
6.1.3.2.2. Non-ionizing radiation sources (radiofrequency and lasers).	
6.1.3.2.3. Identify toxic substances that are incorporated into the equipment design. Provide additional information in tabular form in Annex A.	
6.1.3.2.4. Identify chemical products listed in Annex B.	
6.1.3.2.5. Provide Safety Data Sheets (SDS) that are less than three years old for all chemical products in accordance with WHMIS 2015 requirements in Annex C for all chemical products.	
6.1.4. <b>Environmental Assessment</b>	
6.1.4.1. For each lifecycle phase (test and evaluation following production, operation and maintenance, and demilitarization and disposal) discuss the following:	
6.1.4.1.1. Lifecycle activities: Describe anticipated activities (including operator and maintenance tasks that are detailed in Contractor provided Technical Documentation) and identify if any of these activities have the potential to: release a polluting substance to air, water or land (e.g. exhaust emissions, hazardous waste, spills, etc.); impact human health; noise or vibration; and/or alter landscape features. Note: The scope of the EEA excludes activities related to the use of munitions.	
6.1.4.1.2. Environmental impacts: Describe the potential environmental impacts identified above.	
6.1.4.1.3. Mitigation Measures: Describe mitigation measures to eliminate or reduce identified potential environmental impacts, including those that are part of the design, any warning devices,	

emission control equipment, spill response, safe handling and disposal procedures, training, PPE, labels on equipment, cautions and warnings in the Technical Documentation, monitoring or inspections, etc.

**6.1.5. Conclusions and Recommendations**

6.1.5.1. Summarize the main environmental impacts and recommended mitigation measures.

**6.1.6. References**

6.1.6.1. List references consulted in the completion of the EEA (such as Canadian legislation, DND policies and procedures, technical documentation, etc.).

**6.1.7. Annex A - List of Toxic Substances in the Equipment**

Toxic Substance	NSN	Original OEM Part Number	Item Description	Location	Additional Details
Antimony, Arsenic, Beryllium, Brass, Bronze, Chromium VI, Cobalt, Copper, Lead, Precious and radioactive metals					
Halocarbons					Type and weight (kg). Global Warming Potential of Hydrofluorocarbons used for refrigerant applications.
Ionizing radiation					Type and quantity or activity level
Mercury and its compounds					Product Category, form of mercury (e.g. liquid, vapour) and weight (mg)
Non-ionizing radiation					Type of electromagnetic energy (laser, microwave, radio frequency) and strength
Polychlorinated Biphenyl					Form (liquid or solid), quantity (kg), volume (L) and concentration in ppm

Note: Provide information on the presence of other metals, metal coatings, surface treatments, etc.

**6.1.8. Annex B – List of Chemical Products**

Chemical Product	NSN	Product Part Number / Manufacturer	Ingredient	Chemical Abstract Service Number	Controls*
Adhesives, anti-seize, batteries, solvents, cleaners and degreasers, compressed gases, corrosion inhibitor, cutting fluid, decontaminant, desiccant, detector kit, fire extinguishing agent, fuel, grease, inspection penetrant, lubricants, paints and related commodities (CARC topcoat, CARC primer, CARC wash-primer, sealants.					

\*Controls: Identify if the substance is regulated under the Canadian Environmental Protection Act, 1999; targeted in Schedule 1, Toxic Substance List under CEPA and/or subject to the reporting requirements under the National Pollutant Release Inventory (NPRI).

**6.1.9. Annex C – Safety Data Sheets SDS for all chemical products identified in the EEA**

**6.2. SOFT COPY FORMAT**

6.2.1. The EEA must be provided as a PDF file.

6.2.2. **Soft Copy format submission size below 7MB** – The EEA may be submitted via email as follows:

6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.

6.2.2.2. Subject Field: DRPS-ILS-211 – EEA – [Rev #] – [Date of Issue]

6.2.3. **Soft Copy format submission size at or above 7MB** – The EEA file must be submitted on CD or DVD media and be labelled as follows:

6.2.3.1. Digital Radiography Panel System

6.2.3.2.	EEA
6.2.3.3.	DRPS-ILS-211;
6.2.3.4.	The Revision number, and
6.2.3.5.	The date of issue.

STATEMENT OF WORK  
FOR THE SUPPORT OF THE  
DIGITAL RADIOGRAPHY PANEL SYSTEM



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document must continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originalement doivent continuer de s'appliquer.

## Version/Amendment History

Version/Amendment	Date	Notes
Original	14 April 2022	

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## **1.0 SCOPE**

### **1.1 Purpose**

- 1.1.1 The purpose of this Statement of Work (SOW) is to describe DND's requirements for work to be carried out by the Contractor, including the provision of material and Repair & Overhaul (R&O), in support of the Digital Radiography Panel System (DRPS).
- 1.1.2 Work will be conducted and completed either in Canada at Canadian Armed Forces (CAF) locations, at operational sites where CAF are deployed, or at the Contractor's plant.

### **1.2 Concept of Operations & Support**

- 1.2.1 The Concept of Operations provides context necessary to fully understand the SOW.

<b>Aspect</b>	<b>Description</b>
Operational Environment and System Description	<p>The CAF has a mandate to render-safe and dispose of explosive ordnance, improvised explosive devices and unexploded ordnance that are located in the Canadian territory or that are found abroad on deployed operations and posing a threat to Canadian and Allied Forces.</p> <p>Rendering-safe procedures requires the use of specialized tools, including diagnostic equipment like X-Ray systems, to view the inside of suspicious objects or packages without disturbing them in order to safely determine their nature, internal structure and composition, and the best approach to neutralize them.</p> <p>Detailed description of the system to be provided once the details of the system is established during the Acquisition Contract.</p>
Intended Use	Explosive ordnance disposal (EOD) specialists will use the DRPS inside buildings, structures, and vehicles in the field, to help view and analyze the interior of suspicious or explosive threat objects, made of organic and/or in-organic material. Given the nature of the operations on which the CAF's EOD teams will deploy, the equipment must be reliable, robust, compact, light-weight and function in semi-protected harsh environments.
Anticipated service life	10 years
Annual operating hours	Difficult to predict because of intermittent usage. Continuous operation when in use.
DND Responsibilities for Maintenance	<p>The DRPS will be maintainable by CAF operators in a field environment as prescribed for each item of equipment:</p> <p><b>Operator Maintenance</b> – consisting of preventive and minor corrective maintenance tasks by repair or replacement of parts, as well as equipment cleaning. Task duration generally less than one (1) hour.</p>
Contractor Responsibilities for Maintenance	The more in-depth maintenance tasks, consisting of corrective maintenance tasks, reconditioning of assemblies and component rebuilds, will be done through this support contract.
Contractor Training Responsibility	Contractor will provide Operator training as and when required.



### **1.3 Land Equipment Management System**

- 1.3.1 The Contractor should be familiar with the Land Equipment Management System (LEMS) that is documented in B-GL-342-001/FP-000, which describes the DND approach to the management of land equipment.

### **1.4 Contractors Performing R&O**

- 1.4.1 Some of the work performed by the Contractor will be repair and overhaul of equipment. The *Special Instructions Repair and Overhaul Contractors* (A-LM-184-001/JS-001) describes the instructions and procedures governing civilian contractors engaged in the R&O of material on behalf of the DND.

## **1.5 Acronyms and Abbreviations**

AAS	Accountable Advance Spares
AWR	Additional Work Request
CA	Contracting Authority
CAF	Canadian Armed Forces
CER	Combat Engineer Regiment
CDRL	Contract Data Requirements List
CFB	Canadian Forces Base
CFSD	Canadian Forces Supply Depot
CFSME	Canadian Forces School of Military Engineering
CGCS	Canadian Government Cataloguing System
CIS	Contract Issue Spares
CORE	Designates CORE (fixed price basis) requirements
CRPA	Contractor Repair Parts Account
CRCI	Catalogue of Repairable and Consumable Items
CSA	Canadian Standards Association
DGLEPM	Director General Land Equipment Program Management
DID	Data Item Description
DND	Department of National Defence
DRMIS	Defence Resources Management Information System
DSCO	Director Supply Chain Operations
EHS	Environmental Health and Safety
EMT	Equipment Management Team
ESR	Engineer Support Regiment
FSR	Field Service Representative
GFOS	Government Furnished Overhaul Spares
IAW	In Accordance With
ILS	Integrated Logistic Support
IP	Intellectual Property
ITAR	International Traffic in Arms Regulations
LEMS	Land Equipment Maintenance System
MRC	Maximum Repair Cost
NATO	North Atlantic Treaty Organization
NCAGE	NATO Commercial and Government Entity
NSN	NATO Stock Number
NTM	Notice to Move

OEM	Original Equipment Manufacturer
PA	Procurement Authority
PDF	Portable Document Format
PM	Program Management
PSPC	Public Service and Procurement Canada
R&O	Repair and Overhaul
RbR	Repair by Replacement
RCE	Repair Cost Estimate
RGC	Régiment de génie de combat
RMA	Repair Material Account
RSA	Repair Shop Account
SNAPS	Selection Notice and Priority Summary
SOW	Statement of Work
SPTD	Supplementary Provisioning Technical Documentation
TA	Technical Authority
TASKING	Designates TASKING (as and when needed) requirements
TAT	Turn-around-time
TDP	Technical Data Package
TDPL	Technical Data Plan & List
TIES	Technical Investigation and Engineering Support

## **2.0 APPLICABLE DOCUMENTS**

### **2.1 References**

- 2.1.1 Whereas mentioned, the following Standards must be used for the preparation of deliverables to the extent specified in this SOW:

<u>REFERENCE NUMBER</u>	<u>PROMULGATION DATE</u>	<u>REFERENCE TITLE</u>
A-LM-184-001/JS-001	2018-05-28	SPECIAL INSTRUCTIONS REPAIR AND OVERHAUL CONTRACTORS
B-GL-342-001/FP-000	2001-09-10	LAND EQUIPMENT MANAGEMENT SYSTEM (LEMS)
C-02-005-009/AM-000	2013-06-01	INSPECTION AND CONDITIONING OF MATERIAL RETURNED TO AND HELD IN THE SUPPLY SYSTEM
SOR/99-7	1998	OZONE-DEPLETING SUBSTANCES REGULATIONS, 1998

### **2.2 Order of Precedence**

- 2.2.1 In the event of conflict between the content in this SOW and the referenced documents, the content of this SOW will take precedence.

### **3.0 R&O REQUIREMENTS**

#### **3.1 Program Management**

##### **3.1.1 General**

###### **3.1.1.1 Contractor Test Facilities**

- 3.1.1.1.1 The Contractor must possess or have access to testing facilities required to confirm serviceability of the equipment after repair or upgrade work on the DRPS or its equipment.

###### **3.1.1.2 Contractor Publication Resources**

- 3.1.1.2.1 The Contractor, or their sub-Contractor, must have office resources necessary to produce electronic manuals, technical drawings, and other logistics and engineering documentation.

##### **3.1.2 Program Meetings**

###### **3.1.2.1 Meeting Organization and Coordination**

- 3.1.2.1.1 The Contractor must ensure that the necessary data, personnel and facilities are available for each meeting.
- 3.1.2.1.2 As appropriate, meetings may be held at the Contractor's or DND facilities at the discretion of the DND EMT.
- 3.1.2.1.3 The Contractor's Program Manager must be present at all meetings. If the Program Manager does not have final approval authority for decision making and changes, then the person that has that final approval authority must also be present at all meetings.

###### **3.1.2.2 Kick-off Meeting**

- 3.1.2.2.1 The Contractor must hold and chair, along with Canada, a Kick-off Meeting no later than 21 calendar days after contract award, to review and secure a common understanding of the requirements expressed in this contract.

###### **3.1.2.3 Other meetings**

- 3.1.2.3.1 The Contractor and the DND EMT may schedule informal reviews, such as conference calls, webinars (conference calls augmented by simultaneous PowerPoint presentations on the Internet), video conferences, briefings and technical interchange meetings, as required to help achieve the requirements of the contract.

###### **3.1.2.4 Meeting Documentation**

- 3.1.2.4.1 The Contractor must provide Meeting Agendas IAW CDRL DRPS-PM-001 at Appendix A2.2 (page 24) and its associated DID DRPS-PM-001 at Appendix A3.3 (page 26).

- 3.1.2.4.2 The Contractor must record and provide the Meeting Minutes IAW CDRL DRPS-PM-002 at Appendix A2.2 (page 24) and its associated DID DRPS-PM-002 at Appendix A3.4 (page 27).
  - 3.1.2.4.3 No change in the interpretation of the program management, SOW, cost, or schedule, as defined in the contract, may be authorized by the minutes of a meeting. Such change must require formal contract amendment by the CA.
- 3.1.3 Government Property
  - 3.1.3.1 All equipment / spares / parts that may be provided to the Contractor in support of the DRPS, including those purchased during the contract, must be considered DND-owned, regardless of being held at the Contractor's facility.
    - 3.1.3.1.1 Government-owned and DND-owned must be considered as interchangeable terms.
  - 3.1.3.2 The Contractor must provide suitable protections, such as a separated secure storage facility and insurance, to protect all Government Supplied Materials, including equipment, spares, parts, Technical Data Package (TDP), documentation, software, and Special Tools & Test Equipment.
- 3.1.4 DND Material Supply Logistics
  - 3.1.4.1 The Contractor must refer to the Logistics SOW in Annex E and A-LM-184-001/JS-001, for further requirements for equipment logistics for DND-owned equipment.
  - 3.1.4.2 Supply Accounts for DND-owned Material
    - 3.1.4.2.1 The Contractor will be allocated a Repairable Material Account (RMA). All material (generally prime equipment and Line Replaceable Units that are DND-owned) shipped to the Contractor must be identified in the Defence Resource Management Information System (DRMIS) against the assigned RMA.
  - 3.1.4.3 Contract Issue Spares
    - 3.1.4.3.1 The Contractor must maintain visibility of DND-owned material, classified as Contract Issue Spares (CIS).
      - 3.1.4.3.1.1 To account for these CIS, the Contractor will be allocated a Contractor Repair Parts Account (CRPA) and a Repair Shop Account (RSA).
  - 3.1.4.4 Stock Control and Stock Taking (DND-owned Material)
    - 3.1.4.4.1 The Contractor must perform stock control and stocktaking of DND-owned Contractor held inventory, including:
      - 3.1.4.4.1.1 Institute, maintain and apply a system for inventory accounting, control, storage and handling, preservation, protection and maintenance.

- 3.1.4.4.1.2      Designate, allocate and prepare a storage area in its facility specifically to accommodate DND-owned stock.
      - 3.1.4.4.1.3      As a risk mitigation measure, in case of a strike or lockout action, ensure that DND has continued access to, and protection of, inventory that it requires in support of operations.
      - 3.1.4.4.1.4      Initiate and complete a one hundred per cent (100%) manual stocktaking (visual confirmation) of RMA, RSA, CRPA (CIS) and all material listed in the Contractor Held Inventory Report, one (1) time each year.
      - 3.1.4.4.1.5      The Contractor must promptly conduct investigations into every discrepancy arising from stocktaking of Contractor managed DND-owned material, and must immediately notify DND of all deficiencies that are discovered.
- 3.1.5      Hazardous Materials
  - 3.1.5.1      The Contractor must be solely responsible for the handling, transportation and disposal of all waste, and hazardous waste material generated as a result of the work in this SOW.
- 3.1.6      Environmental Health and Safety
  - 3.1.6.1      General
    - 3.1.6.1.1      Environmental Health and Safety (EHS) considerations must be incorporated into the decision making process for the work performed under this Contract.
    - 3.1.6.1.2      The Contractor must provide for and allow DND inspection and monitoring of EHS documentation throughout the life of the contract.
    - 3.1.6.1.3      New or amended support documentation created by the Contractor must incorporate appropriate EHS warnings and instructions in direct relation of the EHS risks presented in the contents. The Contractor must ensure that revisions to specifications, standards, technical publications and test programs are reviewed for EHS compliance.
    - 3.1.6.1.4      The Contractor must provide (when asked) and ensure the use of up-to-date (no older than three (3) years) Material Safety Data Sheets.
  - 3.1.6.2      Environmental Management System Requirement
    - 3.1.6.2.1      The Contractor must have an environmental management system in place to control environmental impacts resulting from their activities, products or services that are consistent with ISO 14001 – Environmental Management Systems; Requirements with Guidance for Use. Certification to this standard is preferred but not necessary. The Technical Authority will have the right to make examinations and such audits of the Environmental Management System.

- 3.1.6.2.2            The Environmental Management System requirement is applicable to the Contractor, however the Contractor must make reasonable effort to monitor that all subcontractors are in compliance with applicable environmental laws and regulations.
- 3.1.6.3            Halocarbons
  - 3.1.6.3.1            Halocarbons, as identified within the Ozone-Depleting Substances Regulations (SOR/99-7), must not be incorporated into the operation or maintenance of equipment, products, or support services.
- 3.1.6.4            Mercury
  - 3.1.6.4.1            The Contractor must not replace an existing component or add a new equipment component containing mercury, when a mercury-free alternative exists.
  - 3.1.6.4.2            For each case where the products must contain mercury or its compounds, the Contractor must submit a statement that it is not technically feasible to use a mercury-free product in its place, and explain why.
  - 3.1.6.4.3            Where the products contain mercury or its compounds, in all shapes or forms, or where its operation or maintenance requires the use of mercury or its compounds, the Contractor must provide in tabular format, to the Technical Authority (TA), the information specified in Appendix A4.0 for each occurrence of mercury or its compounds.

## **3.2    Operating, Training & Engineering Support**

### **3.2.1        General**

- 3.2.1.1            A TASKING request defines the scope / objectives and may be initiated by either Canada or by the Contractor. If initiated by the Contractor, the following information must be provided:
  - 3.2.1.1.1            Estimated duration;
  - 3.2.1.1.2            Reporting frequency and format;
  - 3.2.1.1.3            Level of effort, and
  - 3.2.1.1.4            Estimated cost.

### **3.2.2        Operators and Technical Personnel**

- 3.2.2.1            In order to provide satisfactory operators and technical personnel (Field Service Representatives & Mobile Repair Parties are possibly the same resources), the Contractor must provide the following:
  - 3.2.2.1.1            Operators and technical personnel that can provide training on the DRPS.
  - 3.2.2.1.2            Operators and technical personnel that can work extended hours and during holidays.



- 3.2.2.1.3 Operators and technical personnel that can perform in-depth maintenance on the DRPS.
- 3.2.2.1.4 Operators and technical personnel that can mentor and advise CAF operators and technicians in the performance of their tasks using the DRPS.
- 3.2.2.1.5 Operators and technical personnel that are knowledgeable of the Contractor's engineering and support organization and able to obtain a quick response to queries regarding technical concerns and material status.
- 3.2.3 Technical Investigation and Engineering Support
  - 3.2.3.1 The Contractor must provide TIES, when and as requested by DND. Such tasks could include:
    - 3.2.3.1.1 Conducting specialized testing;
    - 3.2.3.1.2 Performing specialist engineering studies, such as human factors, survivability, electromagnetic interference/compatibility, safety and health, reliability and maintainability;
    - 3.2.3.1.3 Providing engineering assessments and recommendations (for example, regarding trends, failures (including repetitive failures), defects, safety hazards, corrosion, and technology insertion);
    - 3.2.3.1.4 Developing alternate or supplementary operating, maintenance, and supply procedures;
    - 3.2.3.1.5 Rationalizing the preventive maintenance requirements in areas where there is a potential for significant improvements in maintenance effectiveness or efficiency;
    - 3.2.3.1.6 Preparing technical bulletins and preparing supporting technical data;
    - 3.2.3.1.7 Developing repair schemes for potential repairs not covered in maintenance manuals;
    - 3.2.3.1.8 Preparing additional publications or amendments to existing publications;
    - 3.2.3.1.9 Translating technical publications into either Canadian official language (English or Canadian French);
    - 3.2.3.1.10 Performing post battle damage assessments, and determine how to return equipment to a serviceable state, or if it can be cannibalized for parts;
    - 3.2.3.1.11 Designing and developing modifications/upgrades/conversions, updating drawings, preparing modification installation instructions and providing modification installation kits;
    - 3.2.3.1.12 Investigating software faults, and viruses, and develop solutions. Update software embedded in the system or its associated equipment;

- 3.2.3.1.13 Assessing regulatory compliance, especially regarding safety and protection of the environment;
- 3.2.3.1.14 Obtain CSA/UL or equivalent safety certifications for the equipment that has been modified or repaired through the work under this contract.
- 3.2.3.2 On completion of the TIES, the Contractor must report its findings to the DND TA within 14 calendar days, or another timeframe agreed to by the DND TA.

### **3.3 Maintenance Support**

#### **3.3.1 General**

- 3.3.1.1 The terms 'repair' and 'overhaul' are defined as follows:
  - 3.3.1.1.1 Repair - The identification and correction of those specific defects which degrade the performance of an item, causing it to function below its specification or not as described in its operations manual.
  - 3.3.1.1.2 Overhaul - The restoration of an item to its original condition and life expectancy. It includes the replacement of worn, damaged or life expired parts; the incorporation of approved modifications; and the rework of components as necessary.
- 3.3.1.2 The Contractor must provide Maintenance Support, including Repair and Overhaul (R&O), for the repairable items listed in A1.0 List of Items to be Supported (page 20).
- 3.3.1.3 The Contractor must perform R&O in accordance with this SOW, A-LM-184-001/JS-001 Special Instructions Repair and Overhaul Contractors, and the Quality Assurance requirements stated in para. 3.3.4, such that the CAF will be provided with functional, safe and reliable DRPS.
- 3.3.1.4 The Contractor must use parts and materials as per the most recent or OEM design configuration.
  - 3.3.1.4.1 Changes to the parts, equipment configuration, or design must be approved by the TA, and executed in accordance with the SOW.

#### **3.3.2 Minimum and Forecasted Repairs**

- 3.3.2.1 The minimum number of items that may be processed through the R&O facility may be zero.
- 3.3.2.2 The Current Year Forecast and Next Year Forecast quantity is dependent upon the quantity in service and operational urgency, and is defined in Appendix A1.0 List of Items to be Supported (page 20).
- 3.3.2.3 Updates to the Current Year Forecast and Next Year Forecast will be provided through the Selection Notice and Priority Summary (SNAPS) Report as detailed in A-LM-184-001/JS-001.

#### **3.3.3 Extent of R&O Maintenance**

- 3.3.3.1           The Contractor must provide R&O Maintenance support to the extent listed here:
  - 3.3.3.1.1           Materials - All equipment system components must be inspected and repaired as required. Defective components shall be repaired or replaced.
  - 3.3.3.1.2           Mechanical - All mechanical systems must be inspected and repaired as required. Defective components must be repaired or replaced.
  - 3.3.3.1.3           Electrical - All electrical components must be inspected, tested and repaired as required. Defective components must be repaired or replaced.
  - 3.3.3.1.4           Safety - All systems/components affecting the safety of the user/operator or those affecting hazardous operation of the equipment must be inspected and tested for correct operation. Defective components must be replaced. All warning decals, labels, data plates must be clear and legible.
- 3.3.4           Quality Assurance
  - 3.3.4.1           Quality of R&O Work
    - 3.3.4.1.1           The R&O must be performed in accordance with this SOW and the Quality Assurance requirements stated herein, such that the CAF will be provided with functional, safe and reliable equipment. In the case of differences among these references, this SOW takes precedence.
  - 3.3.4.2           Quality Assurance Representative
    - 3.3.4.2.1           All stages of the R&O procedures will be subject to inspection by a Canadian Government DND Quality Assurance Representative unless DND authorizes otherwise. The representative will monitor for best industrial practices and will have the authority to stop work if poor practices or dangerous conditions are noted and cannot be resolved on-site.
  - 3.3.4.3           Testing and Inspection
    - 3.3.4.3.1           The Contractor must perform testing to confirm serviceability for each piece of repaired/overhauled equipment.
    - 3.3.4.3.2           The Contractor must prepare a test report in the Contractor's format. A copy of the report must be retained by the Contractor and a copy forwarded electronically to the TA.
    - 3.3.4.3.3           The Contractor must visually inspect all completed equipment for security of components and hazardous conditions, and all deficiencies must be noted and repaired.
- 3.3.5           Repair Turn-Around-Time (TAT)
  - 3.3.5.1           The Contractor must complete repairs **within ninety (90) calendar days from receipt**, unless otherwise indicated in Appendix A1.0 List of Items to be Supported (page 20) or by the DND EMT.

- 3.3.5.1.1 The repair TAT includes all the time that the item requiring repair is in the custody of the Contractor, from receipt at the handover point to return to the handover point.
  - 3.3.5.2 In the case of a priority repair request, system-level refurbishment, or battle damage repair, the DND EMT will provide a SOW defining the scope of work and new schedule, as a TASKING.
- 3.3.6 Repair Cost Estimates (RCE)
  - 3.3.6.1 Upon receipt of the Repairable Items indicating an RCE, as shown items in Appendix A1.0 List of Items to be Supported (page 20), the Contractor must provide an RCE including all labour, sub-contracting and shipping, materiel costs and administration fees to the TA for approval before the repair can proceed.
  - 3.3.6.2 If DND provides spare parts to the Contractor, or spare parts are already Contractor Held and Managed, the Contractor must deduct the value of the parts from the RCE of the item for which the parts are intended.
- 3.3.7 Maximum Repair Cost
  - 3.3.7.1 The Maximum Repair Cost (MRC) is defined as “The maximum amount authorized that includes all labour and material costs, to be expended to repair an item.” It is a guard against the possibility of an item being repaired at a cost that exceeds its value to DND, and **should not** be interpreted as the amount that DND necessarily intends to pay.
  - 3.3.7.2 For each Repairable Item indicating an MRC, as shown in Appendix A1.0 List of Items to be Supported (page 20), the Contractor must not exceed the MRC without authorization from the DND EMT.
  - 3.3.7.3 If DND provides spare parts to the Contractor, or spare parts are already Contractor Held and Managed, the Contractor must deduct the value of the parts from the MRC of the item for which the parts are intended.
- 3.3.8 Condemn/Scrapping Considerations
  - 3.3.8.1 If it is decided not to repair the equipment, the DND EMT will provide guidance on scrapping procedures to the Contractor at that time.
  - 3.3.8.2 If the equipment contains embedded software (and possibly data) it may be necessary to erase the stored software and data prior to disposing of the equipment. In such cases, the Contractor must seek direction from the DND EMT.
  - 3.3.8.3 When DND-owned equipment is to be scrapped, the Contractor must take care to comply with all International Traffic in Arms Regulations (ITAR) regarding the disposal method used and record keeping.
    - 3.3.8.3.1 Guidance on disposal is available through assigned Demilitarization Codes.
- 3.3.9 Provision of Material (R&O)

- 3.3.9.1           The Contractor must obtain the parts (repairable and consumable items) required for the R&O Maintenance Support, including locating sources of supply.
- 3.3.9.2           The Contractor must obtain and make available parts for **‘Repair by Replacement’** (RbR) situations, where the repair can be done in the field.
  - 3.3.9.2.1           RbR situations also apply to parts that are required so rarely that they would never be stocked in depot, and the cost is minimal compared to the transport cost of shipping the DRPS back for R&O Maintenance Support at the Contractor’s site.
  - 3.3.9.2.2           Parts listed in **Annex B** and RbR parts would be requested on an as and when required basis that will be detailed in a DND 626 Task Authorization.

## **4.0 CONTRACT DELIVERABLES**

### **4.1 Repaired Material**

- 4.1.1 The Contractor will receive direction from the TA for the final delivery destination of all repaired materiel on an individual basis; however, if not received the default delivery will be to 7 Canadian Forces Supply Depot.
- 4.1.2 The Contractor must include a properly completed and signed CF942/CF942A Materiel Condition Tag/Label, when applicable, IAW C-02-005-009/AM-000 Inspection and Condition of Materiel Returned to and Held in the Supply System, for all returned items.
- 4.1.2.1 The CF942/CF942A Tags/Labels are to be directly attached to the materiel returned after repair and overhaul IAW C-02-005-009/AM-000, and will be provided by DND Quality Assurance Representative.

### **4.2 R&O Service Record and Test Report**

- 4.2.1 The Contractor must provide an R&O Service Record and Test Report with each piece of equipment for shipment, returning from R&O.

### **4.3 Data Deliverable List**

- 4.3.1 The Contractor must prepare and deliver all data deliverables required under the Contract as summarized in para. 4.4.

Note: 'LOT' equates to a varied quantity needed to fulfill the requirements of the CDRL.

### **4.4 List of Support Requirements & Data Deliverables**

<b>Item</b>	<b>Item Description</b>	<b>Initial Submission/ Delivery QTY</b>	<b>Subsequent Submissions / Replenishment</b>
1	Program Management – work performed continuously under a fixed price basis.	As defined in section 3.1 within Annex A	-
2	Meeting Agenda (para 3.1.2.4.1)	1	LOT
3	Meeting Minutes (para 3.1.2.4.2)	1	LOT
4	Operator, Training & Engineering Support – work performed through DND 626 Task Authorization process (as-and-when requested work).	As defined in section 3.2 Within Annex A	-
5	R&O Maintenance Requirements – work performed as a pre-authorized R&O repair	As defined in section 3.3 Within Annex A	-
6	R&O Service Record and Test Report	LOT – with the equipment for shipment	LOT – with the equipment for shipment

## **A1.0 APPENDIX: LIST OF ITEMS TO BE SUPPORTED**

### **A1.1 Supported Equipment and Spares**

A1.1.1 The Contractor must provide support for the equipment and spare items specified in Table 1 in accordance with the SOW. An explanation of each column is detailed below:

- A1.1.1.1 System Identifier MRN/OEM Part No – A unique identifier for the Item, as used in the applicable technical manuals or supply management system.
- A1.1.1.2 Item Nomenclature – The name of the Item that may include Item class/group categories and functional descriptors.
- A1.1.1.3 NATO Stock Number (NSN) – The 13-digit identifier used in NATO and allied cataloguing systems. The NSN will be included if the Item is to be ordered by DND.
- A1.1.1.4 Regular or Free-Flow R&O by Item
  - A1.1.1.4.1 Repair Cost Estimate (RCE) – Identifies that the item will require a cost estimate before repairs or overhaul can begin.
    - A1.1.1.4.1.1 This is used for regular R&O when equipment is more complex so the TA requires more visibility on what is being proposed, has not yet reached steady-state and is therefore harder to predict typical repair costs/requirements, and repairs occur at a low rate.
    - A1.1.1.4.2 Maximum Repair Cost (MRC) – Identifies the maximum amount authorized that includes all labour and material costs, to be expended to repair an item. Repairs above the MRC must be approved by DND before any repair or overhaul work commences. Standard Selection Notice Observation Message procedures as detailed in A-LM-184-001/JS-001 must apply.
      - A1.1.1.4.2.1 This is used for free-flow R&O when equipment repairs are well understood or are less complex, and are used for repairs that occur at a high rate.
  - A1.1.1.5 Repair Turn-Around-Time (TAT) – Identifies the Repair TAT, if different from the general Repair TAT, as defined in Support SOW, indicating that this item is of greater importance to the operation of the DRPS and therefore requires a faster turn-around. Repair TAT is indicated in calendar days; if left blank, then general Repair TAT of 90 calendar days is followed.
  - A1.1.1.6 Current Year & Next Year Forecasts – Identifies the expected quantity, by fiscal year, of repairable equipment that will be passed through the R&O line.

Table 1: Supported Equipment and Spares

<b>Item Identifier MRN/OEM Part No. (1)</b>	<b>Item Nomenclature (2)</b>	<b>NSN (if item can be ordered) (3)</b>	<b>Regular or Free-Flow RCE/MRC (4)</b>	<b>Repair TAT (cal. Days) (5)</b>	<b>Current Year Forecast 20/21 (6)</b>	<b>Next Year Forecast 21/22 (7)</b>
	DRPS		RCE			



## A2.0 APPENDIX: CONTRACT DATA REQUIREMENTS LIST

### A2.1 Management and Explanation of the CDRL

#### A2.1.1 Management of Data Items

- A2.1.1.1 The Contractor must review, update and deliver amendments, or confirm the continuing accuracy of data items annotated with a maintenance period, in accordance with the CDRL.
- A2.1.1.2 The Contractor must deliver amended, reissued or resubmitted data items to the location(s) and in the format and quantities specified in the CDRL for the initial submission of the data items.

#### A2.1.2 Explanation of the CDRL

- A2.1.2.1 **CDRL Line Number** – This field provides the unique sequential number that identifies each data item within different functional groups (eg, PM-001, SE-101, & ILS-201).
- A2.1.2.2 **CDRL Title** – This field identifies the title of the data item.
- A2.1.2.3 **SOW Para Ref** – This field shows the paragraph in the SOW where the data item is stipulated. There may be multiple references to the data item in the SOW, but generally only the first (or one) reference is shown in the CDRL.
- A2.1.2.4 **Version** – This field identifies the particular delivery of a data item during its lifecycle (ie, draft, final).
- A2.1.2.5 **Delivery Schedule** – This field specifies the date(s) and/or events by which the data item is required to be delivered. The date of delivery applies to all delivery locations and quantities unless otherwise specified. Following are some of the abbreviations and symbols used with this column:
- A2.1.2.5.1 'KO' means the Kick-Off Meeting date;
- A2.1.2.5.2 Numerals indicate the number of Calendar Days, unless specified otherwise;
- A2.1.2.5.3 '+' means after the specified date or event; and
- A2.1.2.5.4 '-' means before the specified date or event.
- A2.1.2.5.5 If a data item is required to be delivered before an event having a duration of greater than one day, delivery date must be calculated from the first day of that event. If a data item is required to be delivered after an event having a duration of greater than one day, the delivery date must be calculated from the last day of that event.
- A2.1.2.6 **Quantity** – This field specifies the total number of data items to be delivered to the associated delivery location(s), including the number of hard (H) and soft (S) copies. When both hard and soft copies are requested, the action copy will be indicated in the notes column.

- A2.1.2.7      **Addressee** – This field shows the short title of the DND representative to whom the hard and soft copies of the data items must be delivered. The action hard copy of the data item must be delivered to the first nominated location in this field.
- A2.1.2.8      **Data Item Description Reference** – This field provides the identification of the DID with which the data item must comply.
- A2.1.2.9      **DND Action Period** – This field defines the number of Calendar Days available to the DND to action the data item and respond to the Contractor, if that action requires a response.
- A2.1.2.9.1      The period begins upon the date the action copy of the data item is received at the first nominated addressee.
- A2.1.2.9.2      The action period applies to all deliveries, including first deliveries, amendments and re-issues. If a data item is delivered earlier than the first delivery date shown in the CDRL, the DND is not obliged to action it until after that date. If the action period states 'by MSR' for a data item delivered prior to a Mandated System Review (MSR), the action period ends when the minutes for that MSR are approved.
- A2.1.2.10      **DND Action Required** – This field indicates the purpose for which the data item is being submitted to the DND, which will either be for Review, Approval or Acceptance.
- A2.1.2.11      **Maintenance** – This field specifies either the timings or the time intervals, after each delivery, at which the data item must be reviewed by the Contractor and either have its continuing accuracy status confirmed in writing, or be updated and reissued. The Maintenance column does not apply to draft or preliminary versions of data items. The following abbreviations and codes are applicable to this column:
- A2.1.2.11.1      xM – every x calendar months;
- A2.1.2.11.2      R – to enable it to be considered at each MSR set out in the System Engineering program;
- A2.1.2.11.3      SA – to enable it to be provided for the purposes of conducting Acceptance of each System;
- A2.1.2.11.4      FA – to enable it to be provided for the purposes of Final Acceptance; and
- A2.1.2.11.5      NA or blank – not applicable.
- A2.1.2.12      Notes: Where necessary, additional explanatory information relating to a CDRL data item is provided in this column.

A2.2 CDRL Item List

CDRL #	CDRL Title	SOW Para Ref	Version	Delivery Schedule	Qty	Addressee	DID # and Ref	DND Action Period	DND Action Required	Maint	Notes
DRPS-PM-001	Meeting Agenda	Para. 3.1.2.4.1 (pg. 10)	Draft	Meeting Date - 7	1S	CA, TA, PA	DRPS-PM-001	5	Review		
			Revised	Meeting Date - 1	1S	CA, TA, PA	App. A3.3 (pg. 26)				
			Final	Meeting Date	1H	CA, TA, PA		7	Review or Acceptance		
DRPS-PM-002	Meeting Minutes	Para. 3.1.2.4.2 (pg. 11)	Draft	Meeting Date + 7	1S	CA, TA, PA	DRPS-PM-002	7	Review		
			Revised or Final	DND Comments + 7	1S	CA, TA, PA	App. A3.4 (pg. 27)	7	Review or Acceptance		

## **A3.0 APPENDIX: DATA ITEM DESCRIPTION**

### **A3.1 Data Deliverable Format**

A3.1.1 **Unless otherwise specified as a specific requirement, the Contractor must deliver all of the soft copies of data deliverables, in formats compatible with the office software currently in use by the DND as listed:**

- A3.1.1.1 Microsoft (MS) Windows 7 Enterprise Operating System (OS), Service Pack 1;
- A3.1.1.2 MS Internet Explorer (IE) 9.0 with 256 Bit Encryption;
- A3.1.1.3 MS Office Professional Plus 2013 (Word, Excel, Access, PowerPoint and Outlook);
- A3.1.1.4 Adobe Acrobat X; and
- A3.1.1.5 WinZip 8.1 SR-1;

### **A3.2 DID Table Definitions**

The following section defines the various blocks of information found on the Data Item Description (DID) forms:

#### **BLOCK 1 – TITLE**

The title of the data item for the DID.

#### **BLOCK 2 - IDENTIFICATION NUMBER**

The Data Item Description (DID) number, consisting of a sequential three-digit number and prefixed with an abbreviation code, to uniquely identify the DID. Note that the 001-099 series is reserved to Program Management (PM) DIDs, the 101-199 series is reserved to Systems Engineering (SE) DIDs and the 201-299 series is reserved to Integrated Logistics Support (ILS) DIDs. The abbreviation codes used for the prefix are:

- “PM” for Program Management
- “SE” for Systems Engineering
- “ILS” for Integrated Logistics Support

#### **BLOCK 3 - DESCRIPTION**

Provides a general description of the data content requirements.

#### **BLOCK 4 – RELATED DOCUMENT(S)**

Provides a listing of the related documents and specifications associated with and required to produce this DID.

#### **BLOCK 5 - CONTRACT REFERENCE**

The specific paragraph numbers from the Contract Statement of Work and CDRL to assist in identifying the work effort associated with the data item.

#### **BLOCK 6 - PREPARATION INSTRUCTIONS**

Provides the preparation instructions for the content and format requirements for the DID.

### A3.3 DID – Meeting Agenda

DATA ITEM DESCRIPTION	
1. TITLE <b>Meeting Agenda</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-PM-001</b>
3. DESCRIPTION The Meeting Agenda contains the venue information and identifies the discussion items to be covered at meetings.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE <b>SOW: Para. 3.1.2.4.1 (pg. 10)</b> <b>CDRL: App. A2.2 (pg. 24)</b>
6. PREPARATION INSTRUCTIONS  6.1. <b>CONTENT</b>  6.1.1. The Meeting Agenda must set forth the venue, identify all requirements and list the discussion items to be covered at the meeting.  6.1.2. Venue. The Meeting Agenda must address the venue as follows: 6.1.2.1. Meeting Identification Number; 6.1.2.2. Purpose; 6.1.2.3. Date, time and location; and 6.1.2.4. Attendees.  6.1.3. Discussion items. The Meeting Agenda must address the discussion items through the following sections: 6.1.3.1. Opening Remarks; 6.1.3.2. Agenda Review; 6.1.3.3. Review of Previous Minutes; 6.1.3.4. Opened Discussion Items; 6.1.3.5. New Discussion Items; 6.1.3.6. Review of Action Items; 6.1.3.7. Next Venue; and 6.1.3.8. Closing Remarks.  6.2. <b>HARD COPY FORMAT</b>  6.2.1. The Meeting Agenda must be printed on paper with these characteristics: 6.2.1.1. Weight of no less than 90 gsm; 6.2.1.2. Brightness of no less than 96 ISO brightness;  6.3. <b>SOFT COPY FORMAT</b>  6.3.1. The Meeting Agenda must be submitted as a PDF file type.  6.3.2. The Meeting Agenda PDF must be submitted via email (submission size not to exceed 7MB) as follows: 6.3.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract. 6.3.2.2. Subject Field: DRPS-PM-001 – Meeting Agenda – [Rev #] – [Date of Issue]	

#### A3.4 DID – Meeting Minutes

DATA ITEM DESCRIPTION	
1. TITLE <b>Meeting Minutes</b>	2. IDENTIFICATION NUMBER <b>DID DRPS-PM-002</b>
3. DESCRIPTION The Meeting Minutes contains the detailed records of proceedings, discussions, decisions and action items from meetings.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE <b>SOW: Para. 3.1.2.4.2 (pg. 11)</b> <b>CDRL: App. A2.2 (pg. 24)</b>
6. PREPARATION INSTRUCTIONS  6.1. <b>CONTENT</b>  6.1.1. The Meeting Minutes must contain the detailed records of proceedings, discussions, decisions and action items from the meeting and be presented through the following sections:  6.1.1.1. General – consisting of meeting identification number, purpose, date, time and location;  6.1.1.2. Attendees, consisting of the organization each person represents, and the identification of the Chairperson(s);  6.1.1.3. Opening Remarks;  6.1.1.4. <b>Action Item Report</b> - used to monitor issues, assign responsibility, direct action and track status, history, and progress, and must consisting of:  6.1.1.4.1. Item #; date initiated; required action; assigned actionee; target completion date; cross-reference to all related action items.  6.1.1.4.2. Action Item Report must be <b>updated</b> with each meeting and must consisting of:  6.1.1.4.2.1. Action Item current status and the actual date completed;  6.1.1.5. Next Venue;  6.1.1.6. Closing Remarks;  6.2. <b>SOFT COPY FORMAT</b>  6.2.1. The Meeting Minutes must be submitted as a PDF file type.  6.2.2. The Meeting Minutes PDF must be submitted via email (submission size not to exceed 7MB) as follows:  6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.  6.2.2.2. Subject Field: DRPS-PM-002 – Meeting Minutes – [Rev #] – [Date of Issue]	

## **A4.0 APPENDIX: MERCURY CONTAINING PRODUCTS/COMPOUNDS**

### **A4.1 General**

A4.1.1 Mercury and its compounds are listed as a toxic substance in Schedule 1 to the Canadian Environmental Protection Act, 1999. Consequently, the Contractor must comply with the following requirements:

A4.1.1.1 The Contractor must not replace an existing component or add a new equipment component containing mercury, when a mercury-free alternative exists.

A4.1.1.2 For each case where the products must contain mercury or its compounds, the Contractor must submit a statement that it is not technically feasible to use a mercury-free product in its place, and explain why;

A4.1.1.3 Products containing mercury or its compounds must comply with mercury content limits specified in all relevant standard;

A4.1.1.4 Where the products contain mercury or its compounds, in all shapes or forms, or where its operation or maintenance requires the use of mercury or its compounds, the Contractor must provide in tabular format, to the Technical Authority (TA), the following for each occurrence of mercury or its compounds:

A4.1.1.4.1 Identification of the Products as containing mercury or its compounds;

A4.1.1.4.2 NATO Stock Number of the Products, if available;

A4.1.1.4.3 Description of the Products:

A4.1.1.4.3.1 Manufacturer of the item or part containing mercury or its compounds;

A4.1.1.4.3.2 Manufacturer part number of the item or part containing mercury or its compounds;

A4.1.1.4.3.3 National Supply Code for Manufacturers (NSCM) / Commercial and Government Entity (CAGE) Code of the item or part containing mercury or its compounds;

A4.1.1.4.3.4 Description of the mercury or its compounds of the item or part containing mercury or its compounds;

A4.1.1.4.3.5 The form of mercury or its compounds (e.g. liquid, vapour, amalgam, metal halide); and

A4.1.1.4.3.6 The location of the mercury or its compounds on or in the item or part containing mercury or its compounds;

A4.1.1.4.4 Material Safety Data Sheet, where possible;

A4.1.1.5 The Contractor is responsible to ensure that products containing mercury or its compounds are labeled in a readily visible location identifying that the item contains mercury or its compounds. The label must be bilingual and in accordance with the following standard:

- |                |  |
|----------------|--|
| A4.1.1.5.1     | The information must be in characters that are at least 3 mm in height, legible and indelible and that are impressed, embossed or in a colour that contrasts with the label's background or the colour of the product as applicable.   |
| A4.1.1.5.2     | The label must be enclosed by a borderline and easily distinguishable from other graphic material on the product or its package.   |
| A4.1.1.5.3     | The label must be bilingual and must include following contents:   |
| A4.1.1.5.3.1   | A statement "CAUTION/MISE EN GARDE" in characters that are at least 4 mm in height;  |
| A4.1.1.5.3.2   | A statement that the product contains mercury and the content of mercury in the product in milligrams;   |
| A4.1.1.5.3.3   | Information on the action to be taken in case of accidental breakage and a description of the risks associated with the use of the product, the address of a website that contains the information, or contact information for a person who can provide that information;                                      |
| A4.1.1.5.3.4   | Information on the options available for proper disposal and recycling in accordance with the laws of jurisdiction where the disposal or recycling to take place, the address of a website that contains the information, or contact information for a person who can provide that information;                |
| A4.1.1.5.3.5   | A warning that the product should be managed in accordance with the applicable disposal or recycling laws;   |
| A4.1.1.5.3.6   | The "Hg" symbol encircled by a line on a readily visible location on the product where the characters are at least 3 mm in height which are impressed, embossed or in a colour that contrasts with the label's background or the colour of the product as applicable;  |
| A4.1.1.5.3.7   | If the product is not large enough to accommodate the information, the information must be:  |
| A4.1.1.5.3.7.1 | In a readily visible location on the package in which the product is sold or offered for sale; or  |
| A4.1.1.5.3.7.2 | In a notice attached to the product or in a manual that accompanies the product, if there is no package, or if the package is not large enough to accommodate the information;   |
| A4.1.1.5.3.7.3 | In both official languages;  |
| A4.1.1.6       | Technical documentation provided by the Contractor must contain:   |
| A4.1.1.6.1     | Product warning to provide information on the mercury content and other relevant information. The technical document must also include information on part numbers containing mercury, location, type of mercury, manufacturer's information, mercury content, and MSDS information (refer to para. A4.1.1.4). |



- A4.1.1.6.2      A written work procedure for processes involving the safe handling of mercury-containing equipment, components and materials, must be included. It must identify procedures for mercury spills cleanups and disposal procedures. The work procedure must identify proper Personal Protective Equipment in the case of a spill. A warning indicating that the product should be disposed of or recycled in accordance with the applicable laws must also be included.

## A5.0 LOGISTICS FOR REPAIR AND OVERHAUL CONTRACTS

### A5.1 GENERAL INTRODUCTION

#### A5.1.1 Aim

A5.1.1.1 This Logistic Statement of Work (LOG SOW) is distributed on the authority of the Assistant Deputy Minister (Material) (ADM (Mat)). It will be distributed, as required, internally to ADM (Mat) staff engaged in creating Repair and Overhaul (R&O) Contracts and Procurement Instruments (PI) and those who manage Repair and Overhaul Contracts.

A5.1.1.2 This is a common LOG SOW which will entail contract conditions for Repair and Overhaul contracts for:

A5.1.1.2.1 **In and Out of country:** For step by step instruction on in and out of country repair process refer to Annex B in the A-LM-184-001/JS-001. This model will describe the roles and responsibilities in the end to end repair process.

A5.1.1.2.2 **Major Equipment:** For complete instructions on receipt of Major Equipment, refer to Chapter 2 in the A-LM-184-001/JS-001.

A5.1.1.2.3 **Accountable Advance Spares** For complete instruction on AAS, refer to Chapter 8.2.7 in the A-LM-184-001/JS-001.

A5.1.1.3 This LOG SOW is to be read in conjunction with the A-LM-184-001/JS-001 for additional information. It is to be noted that there are Chapters that are mandatory when using the LOGSOW and must not be removed from the LOGSOW, if the contractor is managing Government Owned Materiel.

A5.1.1.4 It is to be noted that the LOG SOW is to be used primarily as a guide for R&O contracts. It is paramount that this LOG SOW be utilized with minimal changes for reasons of procurement standardization and departmental accountability. However, changes are permissible where there is a need to clarify specific requirements that would apply to equipment/weapon systems undergoing procurement and contract action.

A5.1.1.5 The following Chapters will be identified as mandatory or as applicable.

A5.1.1.6 It is important to understand the system of record (DRMIS) being used in DND and the various account structures in place. Contractors requiring access to DRMIS must obtain a PKI (Public Key Infrastructure) card in accordance with the recently implemented Two-Factor Authentication. All of this information is located in Chapter 1.1 of the A-LM-184-001/JS-001.

#### A5.1.2 EXTENT OF WORK/TYPES OF EQUIPMENT (Mandatory)

A5.1.2.1 Refer to Chapter 1.2 of A-LM-184-001/JS-001 for further information on the different types of DND Equipment that are authorized for repair and the category types.

### A5.2 RECEIPT (Mandatory)

A5.2.1 Refer to Ch. 2.0 of the A-LM 184 for complete instruction on how to process receipts.

**A5.2.2 DISCREPANCIES IN SHIPMENTS (Mandatory)**

A5.2.2.1 The Contractor must action discrepancies in shipments in accordance with Chapter 2.1 of A-LM-184-001/JS-001.

**A5.3 WORK CONTROL (Mandatory)**

A5.3.1 The Contractor must ensure that the repair of all DND equipment is controlled by a serial numbered work order IAW Chap 3 of A-LM-184-001/JS-001.

**A5.3.2 COMPLETION OF WORK (Mandatory)**

A5.3.2.1 Refer to Chapter 3.1 of A-LM-184-001/JS-001.

**A5.3.3 STOP REPAIR ACTION (Mandatory)**

A5.3.3.1 The Contractor must comply immediately with all stop repair instructions. Detailed procedures are contained in Chapter 3.2 of A-LM-184-001/JS-001.

**A5.4 ANNUAL REPAIR FORECAST – SNAPS (As applicable on an exceptional basis)**

A5.4.1 Refer to Chapter 4 of the A-LM-184-001/JS-001 for more information.

**A5.5 COST CONTROL (Mandatory)**

A5.5.1 Refer to Chapter 5.0 of the A-LM-184-001/JS-001 for more information.

**A5.6 COSTING RECORDS (Mandatory)**

A5.6.1 The Contractor must prepare forms and maintain records IAW Chapter 6.0 of the A-LM-184-001/JS-001.

**A5.6.2 INVOICE/CLAIMS FOR PAYMENT (AAS SPARES) (As applicable)**

A5.6.2.1 The Contractor must submit monthly invoices for AA spare parts, IAW Chapter 6.1 of the A-LM-184-001/JS-001.

**A5.7 MAINTENANCE SUPPORT-MINOR REPAIRS (Mandatory)**

A5.7.1 Refer to Chapter 7.0 of the A-LM-184-001/JS-001 for more information.

**A5.7.2 MOBILE REPAIR PARTIES (MRPs) (As Applicable)**

A5.7.2.1 Refer to Chapter 7.1 of the A-LM-184-001/JS-001 for more information.

**A5.7.3 EQUIPMENT TURN AROUND TIME (TAT) (Mandatory)**

A5.7.3.1 Refer to Chapter 7.2 of the A-LM-184-001/JS-001 for more information.

**A5.7.4 PRIORITY REPAIR REQUEST (PRR) (Mandatory)**

A5.7.4.1 Refer to Chapter 7.3 of the A-LM-184-001/JS-001 for more information.

**A5.7.5 SPECIAL INVESTIGATIONS & TECHNICAL STUDIES (SITs) (As applicable)**

A5.7.5.1 Refer to Chapter 7.4 of the A-LM-184-001/JS-001 for more information.

**A5.7.6 TECHNICAL INVESTIGATIONS & ENGINEERING STUDIES (TIES) (As Applicable)**

A5.7.6.1 Refer to Chapter 7.5 of the A-LM-184-001/JS-001 for more information.

**A5.7.7 TERMINATION OF CONTRACT (Mandatory)**

A5.7.7.1 Refer to Chapter 7.6 of A-LM-184-001/JS-001.

**A5.8 SUPPLY SUPPORT/SUSTAINMENT SUPPORT (Mandatory)**

**A5.8.1 TRANSACTION DOCUMENTATION (Mandatory)**

A5.8.1.1 Refer to Chapter 8.1 of A-LM-184-001/JS-001 for more information.

**A5.8.2 CONTRACTOR SUPPLY ACCOUNTING (Mandatory)**

A5.8.2.1 Refer to Ch. 8.2 of A-LM-184-001/JS-001 for explanation of CRPA/CIS.

A5.8.2.2 CONTRACTOR ISSUE SPARES (CIS) MATERIEL RECEIVED OFF CONTRACT/PROCUREMENT (As Applicable)

A5.8.2.2.1 Refer to Chapter 8.2.3 of A-LM-184-001/JS-001 for more information.

A5.8.2.3 SHORTAGE OF CONTRACT ISSUE SPARES (CIS) (As Applicable)

A5.8.2.3.1 Refer to Section 8.2.4 of A-LM-184-001/JS-001 for more information.

A5.8.2.4 ORDERING/RECEIVING CATALOGUED CIS IN DRMIS (As Applicable)

A5.8.2.4.1 Refer to Section 8.2.5 of A-LM-184-001/JS-001 for more information.

A5.8.2.5 GOVERNMENT FURNISHED OVERHAUL SPARES (GFOS) (As Applicable)

A5.8.2.5.1 Refer to Section 8.2.6 of A-LM-184-001/JS-001 for further explanation and detail.

A5.8.2.6 ACCOUNTABLE ADVANCE SPARES (AAS) (As Applicable)

A5.8.2.6.1 Refer to Section 8.2.7 of A-LM-184-001/JS-001 for further explanation and detail.

**A5.8.3 MANAGEMENT OF DND-OWNED SPARES (As Applicable)**

A5.8.3.1 Refer to Chapter 8.3.1 of A-LM-184-001/JS-001 for more information.

**A5.8.4 SPARES REVIEW (As applicable)**

A5.8.4.1 Refer to Chapter 8.4 of A-LM-184-001/JS-001 for more information.

A5.8.4.2 LOAN OF GOVERNMENT FURNISHED INFORMATION/ GOVERNMENT FURNISHED EQUIPMENT (GFI/GFE) (As Applicable)

A5.8.4.2.1 Refer to Section 8.4.1 of A-LM-184-001/JS-001 for further explanation and detail.

**A5.8.5 STOCKTAKING (Mandatory)**

A5.8.5.1 Refer to Section 8.5 of A-LM-184-001/JS-001 for further explanation and detail.

**A5.8.6 SELECTION NOTICE OBSERVATION MESSAGE (SNOM) (Mandatory)**

A5.8.6.1 Refer to Chapter 8.6 of A-LM-184-001/JS-001.

**A5.8.7 EMBODIMENT FEES (As Applicable)**

A5.8.7.1 Refer to section 8.7 of A-LM-184-001/JS-001 for further explanation and detail.

**A5.8.8 LOSS OR DAMAGE TO DND MATERIEL (Mandatory)**

A5.8.8.1 Refer to section 8.8 of A-LM-184-001/JS-001 for further explanation and detail.

**A5.8.9 SCRAP - CUSTODY & DISPOSAL (Mandatory)**

A5.8.9.1 Refer to section 8.9 of A-LM-184-001/JS-001 for further explanation and detail.

**A5.8.10 PACKAGING (Mandatory)**

A5.8.10.1 Refer to section 8.10 of A-LM-184-001/JS-001 for further explanation and detail.

**A5.8.11 REUSABLE CONTAINER (As Applicable)**

A5.8.11.1 Refer to Chapter 8.11 of the A-LM-184-001/JS-001 for more information.

**A5.8.12 TRANSPORTATION/SHIPMENT IDENTIFICATION/MODE OF SHIPMENT/LOSS OR DAMAGE IN TRANSIT/ GENERAL CLAIMS PROCEDURES (Mandatory)**

A5.8.12.1 Refer to Chapter 8.12 of the A-LM-184-001/JS-001 for more information.

**A5.9 WARRANTY CONSIDERATION (Mandatory)**

A5.9.1 Refer to Chapter 9.0 of the A-LM-184-001/JS-001 for more information.

**A5.10 CONTRACTOR USE OF DND EQUIPMENT/PUBLICATIONS (As Applicable)**

A5.10.1 Refer to Chapter 10.0 of the A-LM-184-001/JS-001 for more information.

**A5.11 PUBLICATIONS (As Applicable)**

A5.11.1 Refer to Chapter 11 of A-LM-184-001/JS-001 for more information.

**A5.12 OFFICE SERVICES (As Applicable)**

A5.12.1 Refer to Ch. 12 of A-LM-184-001/JS-001 for further explanation.

**A5.13 MINUTES OF MEETINGS (Mandatory)**

A5.13.1 Refer to Ch. 13 of A-LM-184-001/JS-001 for further explanation.

**A5.14 PLANT SHUTDOWN/VACATION PERIOD (Mandatory)**

A5.14.1 Refer to Ch. 14 of A-LM-184-001/JS-001 for further explanation.

**A5.15 REPORTS (Mandatory)**

A5.15.1 Refer to Ch. 15 of A-LM-184-001/JS-001 for a complete list of reports available to contractors.

**ANNEX C**  
**BASIS OF PAYMENT**  
**For the Acquisition and In-Service Support of the**  
**DIGITAL RADIOGRAPHY PANEL SYSTEM**

**PART 1: THE DIGITAL RADIOGRAPHY PANEL SYSTEM**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices. Customs duties are included and Applicable taxes are extra.  
(To be filled in by Contracting Authority at Contract award)

'LOT' equates to a varied quantity needed to fulfill the requirements of the CDRL.

Item #	Item Description	Qty	Unit price	GST/HST	Total price
1	DRPS (para. A1.0)	9			
2	Contract Master Schedule (para. 3.2.1)	1			
3	Contract Status Report (para. 3.3.1)	LOT			
4	Kick-off Meeting (para. 3.4.2)	1			
	Meeting Agenda (para. 3.4.5.1.1)				
	Meeting Minutes (para. 3.4.5.1.2)				
5	ILS Meeting (para. 3.4.3)	1			
	Meeting Agenda (para. 3.4.5.1.1)				
	Meeting Minutes (para. 3.4.5.1.2)				
6	Application for Spectrum Supportability (para. 4.3.2)	1			
7A	Operator and Comprehensive Maintenance Manual - English (para. 4.4.1.1)	1			
7B	Operator and Comprehensive Maintenance Manual - Bilingual (para. 4.4.1.1)	LOT			
8A	Operator Quick Reference Card - English (para. 4.4.1.2.1)	1			
8B	Operator Quick Reference Card - Bilingual (para. 4.4.1.2.1)	LOT			
9A	Operator Training Package - English (para. 4.4.1.3.1)	1			
9B	Operator Training Package - Bilingual (para. 4.4.1.3.1)	LOT			
10	Provisioning Parts Breakdown (para. 4.5.3.1.1)	1			
11	Supplementary Provisioning Technical Documentation (para. 4.5.3.2.1)	1			
12	Identification Plates (para. 4.6.1)	LOT			
13	Controlled & Non-Controlled Goods List (para. 4.7.1)	1			
14	Identification Labels for Storage & Shipment and Packaging Codes (para. 4.8.3)	1			
15	List of Items to be Supported (para. 4.9.1)	1			
16	Operator Training Session (para. 4.10.2) Including travel costs	Training Location: CFB Gagetown 1			



17	Equipment Environmental Assessment (para. 5.4.1)	1			
			<b>Subtotal</b>		\$ -
			<b>GST/HST</b>		\$ -
			<b>Total</b>		\$ -
<b>Optional Requirements:</b>					
<b>Item #</b>	<b>Item Description</b>	<b>Qty</b>	<b>Unit price</b>		<b>Total price</b>
18	DRPS (para. A1.0), <b>up to 61 additional units</b> , including Operator and Comprehensive Maintenance Manual and Operator Quick Reference Card	61	\$ -		\$ -
19	Potential Additional Work Request	-	TBD		TBD
20	<b>Option</b> to acquire Spare Parts after approval from DND	-	TBD		TBD

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

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

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

All payments are subject to government audit.

**Part 2: SUPPORT FOR THE DIGITAL RADIOGRAPHY PANEL SYSTEM**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm hourly rates. Customs duties are included and Applicable taxes are extra. *(To be filled in by Contracting Authority at Contract award)*

Option Years will be negotiated when and if the client choses to Extend the Contract.

Labour Category <i>(to be completed at contract award)</i>	Firm Years (Hourly Rate)			Option Years (Hourly Rate) (to be negotiated)						
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
Project Manager										
Administration										
Engineer										
Technician										
Technologist										
Logistician										
Draftsperson/Illustrator										
Other*										
Other*										
Other*										

Solicitation No. - N° de l'invitation  
**W8486-217363**  
Client Ref. No. - N de rf. du client  
**W8486-217363**

Amd. No. - N de la modif.  
File No. - N du dossier  
**014QT.W8486-217363**

Buyer ID - Id de l'acheteur  
**014QT**  
CCC No./N CCC - FMS No./N VME

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## ANNEX D

### DELIVERY SCHEDULE

### DIGITAL RADIOGRAPHY PANEL SYSTEM

This documents consists of this page plus one (1) additional page

Solicitation No. - N° de l'invitation  
**W8486-217363**  
 Client Ref. No. - N de rf. du client  
**W8486-217363**

Amd. No. - N de la modif.  
 File No. - N du dossier  
**014QT.W8486-217363**

Buyer ID - Id de l'acheteur  
**014QT**  
 CCC No./N CCC - FMS No./N VME

Item #	Item Description	Qty
Initial Delivery	Initial Delivery must include the following items, as per Annex C - Basis of Payment, in accordance with CDRL submission dates:	
6	Application for Spectrum Supportability	1
7	Operator and Comprehensive Maintenance Manual	LOT
8	Operator Quick Reference Card	LOT
9	Operator Training Package	LOT
10	Provisioning Parts Breakdown	1
11	Supplementary Provisioning Technical Documentation	1
12	Identification Plates	LOT
13	Controlled & Non-Controlled Goods List	1
14	Identification Labels for Storage and Shipment and Packaging Codes	1
Equipment Delivery	Equipment Delivery must include no less than the following quantities and be <b>within 12 months of contract award</b> . This will only be accepted <b><u>once the Initial Delivery items are provided and accepted by DND.</u></b>	
1	DRPS	3
Last Delivery	Last Delivery must be within <b>18 months of contract award</b> , and must include the remaining equipment and CDRL items. <u>This does not include Option Items.</u>	
Delivery Location:		
Initial Delivery	As per CDRLs	
Equipment Delivery	7 CFSD	
Last Delivery	7 CFSD and as per CDRLs	
The Contractor must deliver the goods to Canadian Forces Supply Depots by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the Depot Traffic Section at the appropriate location shown below. The consignee may refuse shipments when prior arrangements have not been made. 7 CF Supply Depot Lancaster Park, Edmonton, Alta Email: Edm7CFSDNMDS@forces.gc.ca Base switchboard Phone: 780-973-4011, Traffic Section extensions: 4520, 4521, 4519, 4200 and 4971.		

## **SECURITY REQUIREMENTS CHECK LIST**



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	
Department of National Defence		DCSEM	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
Not Applicable		Not Applicable	
4. Brief Description of Work / Brève description du travail			
Explosive ordnance disposal (EOD) specialists will use the Digital Radiography Panel System (DRPS) inside buildings, structures, and vehicles in the field, to help view and analyze the interior of suspicious or explosive threat objects, made of organic and/or in-organic material.			
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 commerciale 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		NATO / OTAN	Foreign / Étranger
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions / Aucune restriction relative à la diffusion		All NATO countries / Tous les pays de l'OTAN	No release restrictions / Aucune restriction relative à la diffusion
Not releasable / À ne pas diffuser			
Restricted to: / Limité à :		Restricted to: / Limité à :	Restricted to: / Limité à :
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		NATO UNCLASSIFIED / NATO NON CLASSIFIÉ	PROTECTED A / PROTÉGÉ A
PROTECTED B / PROTÉGÉ B		NATO RESTRICTED / NATO DIFFUSION RESTREINTE	PROTECTED B / PROTÉGÉ B
PROTECTED C / PROTÉGÉ C		NATO CONFIDENTIAL / NATO CONFIDENTIEL	PROTECTED C / PROTÉGÉ C
CONFIDENTIAL / CONFIDENTIEL		NATO SECRET / NATO SECRET	CONFIDENTIAL / CONFIDENTIEL
SECRET / SECRET		COSMIC TOP SECRET / COSMIC TRÈS SECRET	SECRET / SECRET
TOP SECRET / TRÈS SECRET			TOP SECRET / TRÈS SECRET
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT)			TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT)



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

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets? ☒ No ☐ Yes  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ Non ☐ 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? ☒ No ☐ Yes  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ Non ☐ 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



RELIABILITY STATUS  
COTE DE FIABILITÉ



CONFIDENTIAL  
CONFIDENTIEL



SECRET  
SECRET



TOP SECRET  
TRÈS SECRET



TOP SECRET - SIGINT  
TRÈS SECRET - SIGINT



NATO CONFIDENTIAL  
NATO CONFIDENTIEL



NATO SECRET  
NATO SECRET



COSMIC TOP SECRET  
COSMIC TRÈS SECRET



SITE ACCESS  
ACCÈS AUX EMPLACEMENTS

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work? ☒ No ☐ Yes  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ Non ☐ Oui

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? ☒ No ☐ Yes  
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ Non ☐ Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets? ☒ No ☐ Yes  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ 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? ☒ No ☐ Yes  
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ 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? ☒ No ☐ Yes  
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? ☒ Non ☐ Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? ☒ No ☐ Yes  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ 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	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
				CONFIDENTIEL		TRÈS SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL		COSMIC COSMIC TRÈS SECRET	A	B	C	CONFIDENTIEL		TRÈS SECRET
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?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

**If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".**

**Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.**

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

**If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).**

**Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).**





Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat

**W8486-217363**

Security Classification / Classification de sécurité  
UNCLASSIFIED

**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

**13. Organization Project Authority / Chargé de projet de l'organisme**

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature



SALISBURY,  
CHRISTOPHER 715  
2020.05.13 10:10:44  
-04'00'

**Christopher Salisbury**

**CETEMT Leader**

Telephone No. - N° de téléphone  
613-790-1694

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel  
chris.salisbury@forces.gc.ca

Date

**14. Organization Security Authority / Responsable de la sécurité de l'organisme**

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

**ERASMO, MARK  
761**

Digitally signed by ERASMO, MARK 761  
DN: c=CA, o=GC, ou=ONDS-MON, ou=Personnel,  
ou=INTERN, cn=ERASMO, MARK 761  
Reason: I am the author of this document  
Location: your signing location here  
Date: 2021.11.30 13:02:53-05'00'  
Post PDF Editor Version: 11.0.0

**Mark Erasmo**

**Senior Security Analyst**

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

**15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?**

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?



No  
Non



Yes  
Oui

**16. Procurement Officer / Agent d'approvisionnement**

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

**Thomas,  
Kassandra**

Digitally signed by: Thomas, Kassandra  
DN: CN = Thomas, Kassandra C = CA  
O = GC OU = PWGSC-TPSGC  
Date: 2022.04.21 10:01:06 -04'00'

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

**17. Contracting Security Authority / Autorité contractante en matière de sécurité**

**Emmanuel Conduah  
Contract Security Officer  
Emmanuel.Conduah@pwgsc-tpsgc.gc.ca**

Title - Titre

Signature

**Conduah,  
Emmanuel**

Digitally signed by  
Conduah, Emmanuel  
Date: 2021.12.07  
10:42:37 -05'00'

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

## APPENDIX E

### Task Authorization/Autorisation de tâche

<b>Instruction for completing the form PWGSC - TPSGC 572 - Task Authorization</b> <i>(Use form DND 626 for contracts for the Department of National Defence)</i>	<b>Instruction pour compléter le formulaire PWGSC - TPSGC 572 - Autorisation de tâche</b> <i>(Utiliser le formulaire DND 626 pour les contrats pour le ministère de la Défense)</i>
<b>Contract Number</b> Enter the PWGSC contract number.	<b>Numéro du contrat</b> Inscrire le numéro du contrat de TPSGC.
<b>Contractor's Name and Address</b> Enter the applicable information	<b>Nom et adresse de l'entrepreneur</b> Inscrire les informations pertinentes
<b>Security Requirements</b> Enter the applicable requirements	<b>Exigences relatives à la sécurité</b> Inscrire les exigences pertinentes
<b>Total estimated cost of Task (Applicable taxes extra)</b> Enter the amount	<b>Coût total estimatif de la tâche (Taxes applicables en sus)</b> Inscrire le montant
<b>For revision only</b>	<b>Aux fins de révision seulement</b>
<b>TA Revision Number</b> Enter the revision number to the task, if applicable.	<b>Numéro de la révision de l'AT</b> Inscrire le numéro de révision de la tâche, s'il y a lieu.
<b>Total Estimated Cost of Task (Applicable taxes extra) before the revision</b> Enter the amount of the task indicated in the authorized TA or, if the task was previously revised, in the last TA revision.	<b>Coût total estimatif de la tâche (Taxes applicables en sus) avant la révision</b> Inscrire le montant de la tâche indiquée dans l'AT autorisée ou, si la tâche a été révisée précédemment, dans la dernière révision de l'AT.
<b>Increase or Decrease (Applicable taxes extra), as applicable</b> As applicable, enter the amount of the increase or decrease to the Total Estimated Cost of Task (Applicable taxes extra) before the revision.	<b>Augmentation ou réduction (Taxes applicables en sus), s'il y a lieu</b> S'il y a lieu, inscrire le montant de l'augmentation ou de la réduction du Coût total estimatif de la tâche (Taxes applicables en sus) avant la révision.

  

<b>1. Required Work: Complete sections A, B, C, and D, as required.</b>  <b>A. Task Description of the Work required:</b>  Complete the following paragraphs, if applicable. Paragraph (a) applies only if there is a revision to an authorized task.  (a) Reason for revision of TA, if applicable: Include the reason for the revision; i.e. revised activities; delivery/completion dates; revised costs. Revisions to TAs must be in accordance with the conditions of the contract. See Supply Manual 3.35.1.50 or paragraph 6 of the Guide to Preparing and Administering Task Authorizations.  (b) Details of the activities to be performed (include as an attachment, if applicable)  (c) Description of the deliverables to be submitted (include as an attachment, if applicable).  (d) Completion dates for the major activities and/or submission dates for the deliverables (include as an attachment, if applicable).	<b>1. Travaux requis : Remplir les sections A, B, C et D, au besoin.</b>  <b>A. Description de tâche des travaux requis :</b>  Remplir les alinéas suivants, s'il y a lieu : L'alinéa (a) s'applique seulement s'il y a une révision à une tâche autorisée.  (a) Motif de la révision de l'AT, s'il y a lieu : Inclure le motif de la révision c.-à.-d., les activités révisées, les dates de livraison ou d'achèvement, les coûts révisés. Les révisions apportées aux AT doivent respecter les conditions du contrat. Voir l'article 3.35.1.50 du Guide des approvisionnements ou l'alinéa 6 du Guide sur la préparation et l'administration des autorisations de tâches.  (b) Détails des activités à exécuter (joindre comme annexe, s'il y a lieu).  (c) Description des produits à livrer (joindre comme annexe, s'il y a lieu).  (d) Les dates d'achèvement des activités principales et (ou) les dates de livraison des produits (joindre comme annexe, s'il y a lieu).
--	---

---

**B. Basis of Payment:**

Insert the basis of payment or bases of payment that form part of the contract that are applicable to the task description of the work; e.g. firm lot price, limitation of expenditure, firm unit price

**C. Cost of Task:****Insert Option 1 or 2:****Option 1:**

Total estimated cost of Task (Applicable taxes extra): Insert the applicable cost elements for the task determined in accordance with the contract basis of payment; e.g. Labour categories and rates, level of effort, Travel and living expenses, and other direct costs.

**Option 2:**

Total cost of Task (Applicable taxes extra): Insert the firm unit price in accordance with the contract basis of payment and the total estimated cost of the task.

**D. Method of Payment**

Insert the method(s) of payment determined in accordance with the contract that are applicable to the task; i.e. single payment, multiple payments, progress payments or milestone payments. For milestone payments, include a schedule of milestones.

**B. Base de paiement :**

Insérer la base ou les bases de paiement qui font partie du contrat qui sont applicables à la description du travail à exécuter : p. ex., prix de lot ferme, limitation des dépenses et prix unitaire ferme.

**C. Coût de la tâche :****Insérer l'option 1 ou 2****Option 1 :**

Coût total estimatif de la tâche (Taxes applicables en sus) Insérer les éléments applicables du coût de la tâche établies conformément à la base de paiement du contrat. p. ex., les catégories de main d'œuvre, le niveau d'effort, les frais de déplacement et de séjour et autres coûts directs.

**Option 2 :**

Coût total de la tâche (Taxes applicables en sus) : Insérer le prix unitaire ferme conformément à la base de paiement du contrat et le coût estimatif de la tâche.

**D. Méthode de paiement**

Insérer la ou les méthode(s) de paiement établit conformément au contrat et qui sont applicable(s) à la tâche; c.-à.-d., paiement unique, paiements multiples, paiements progressifs ou paiements d'étape. Pour ces derniers, joindre un calendrier des étapes.

---

**2. Authorization(s):**

The client and/or PWGSC must authorize the task by signing the Task Authorization in accordance with the conditions of the contract. The applicable signatures and the date of the signatures is subject to the TA limits set in the contract. When the estimate of cost exceeds the client Task Authorization's limits, the task must be referred to PWGSC.

**3. Contractor's Signature**

The individual authorized to sign on behalf of the Contractor must sign and date the TA authorized by the client and/or PWGSC and provide the signed original and a copy as detailed in the contract.

**2. Autorisation(s) :**

Le client et (ou) TPSGC doivent autoriser la tâche en signant l'autorisation de tâche conformément aux conditions du contrat. Les signatures et la date des signatures appropriées sont assujetties aux limites d'autorisation de tâche établies dans le contrat. Lorsque l'estimation du coût dépasse les limites d'autorisation de tâches du client, la tâche doit être renvoyée à TPSGC.

**3. Signature de l'entrepreneur**

La personne autorisée à signer au nom de l'entrepreneur doit signer et dater l'AT, autorisée par le client et (ou) TPSGC et soumettre l'original signé de l'autorisation et une copie tel que décrit au contrat.

---



## Task Authorization Autorisation de tâche

Contract Number - Numéro du contrat

Contractor's Name and Address - Nom et l'adresse de l'entrepreneur	Task Authorization (TA) No. - N° de l'autorisation de tâche (AT)
	Title of the task, if applicable - Titre de la tâche, s'il y a lieu
	Total Estimated Cost of Task (Applicable taxes extra) Coût total estimatif de la tâche (Taxes applicables en sus) \$

Security Requirements: This task includes security requirements

Exigences relatives à la sécurité : Cette tâche comprend des exigences relatives à la sécurité

☐

No - Non

☐

Yes - Oui

If YES, refer to the Security Requirements Checklist (SRCL) included in the Contract

Si OUI, voir la Liste de vérification des exigences relative à la sécurité (LVERS) dans le contrat



### For Revision only - Aux fins de révision seulement

TA Revision Number, if applicable Numéro de révision de l'AT, s'il y a lieu	Total Estimated Cost of Task (Applicable taxes extra) before the revision Coût total estimatif de la tâche (Taxes applicables en sus) avant la révision \$	Increase or Decrease (Applicable taxes extra), as applicable Augmentation ou réduction (Taxes applicables en sus), s'il y a lieu \$
--	--	---

**Start of the Work for a TA : Work cannot commence until a TA has been authorized in accordance with the conditions of the contract.**

**Début des travaux pour l'AT : Les travaux ne peuvent pas commencer avant que l'AT soit autorisée conformément au contrat.**

### 1. Required Work: - Travaux requis :

A.Task Description of the Work required - Description de tâche des travaux requis	See Attached - Ci-joint <input type="checkbox"/>
B. Basis of Payment - Base de paiement	See Attached - Ci-joint <input type="checkbox"/>
C. Cost of Task - Coût de la tâche	See Attached - Ci-joint <input type="checkbox"/>
D. Method of Payment - Méthode de paiement	See Attached - Ci-joint <input type="checkbox"/>

Contract Number - Numéro du contrat

## 2. Authorization(s) - Autorisation(s)

By signing this TA, the authorized client and (or) the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the contract.

The client's authorization limit is identified in the contract. When the value of a TA and its revisions is in excess of this limit, the TA must be forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et (ou) l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT respecte les conditions du contrat.

La limite d'autorisation du client est précisée dans le contrat. Lorsque la valeur de l'AT et ses révisions dépasse cette limite, l'AT doit être transmise à l'autorité contractante de TPSGC pour autorisation.

\_\_\_\_\_  
Name and title of authorized client - Nom et titre du client autorisé à signer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
PWGSC Contracting Authority - Autorité contractante de TPSGC

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## 3. Contractor's Signature - Signature de l'entrepreneur

\_\_\_\_\_  
Name and title of individual authorized - to sign for the Contractor  
Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**ANNEX “G” to PART 5 OF THE BID SOLICITATION**  
**FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY –**  
**CERTIFICATION**

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

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

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

Complete both A and B.

A. Check only one of the following:

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

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

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

**OR**

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

B. Check only one of the following:

- ☐ B1. The Bidder is not a Joint Venture.

**OR**

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

**ANNEX “H” to PART 3 OF THE BID SOLICITATION**

**ELECTRONIC PAYMENT INSTRUMENTS**



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

- ☐ VISA Acquisition Card;
- ☐ MasterCard Acquisition Card;
- ☐ Direct Deposit (Domestic and International);
- ☐ Electronic Data Interchange (EDI);
- ☐ Wire Transfer (International Only);
- ☐ Large Value Transfer System (LVTS) (Over \$25M)

MANDATORY TECHNICAL CRITERIA  
FOR THE  
DIGITAL RADIOGRAPHY PANEL SYSTEM



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document must continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originalement doivent continuer de s'appliquer.

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## 1.0 GENERAL

### 1.1 Introduction

- 1.1.1 This document is split in two parts and defines the criteria that will be used to determine the winning bid for the procurement of the Digital Radiography Panel System (DRPS).
  - 1.1.1.1 The first part, Technical Proposal Requirements, defines the information required from the Bidders for their proposal to be evaluated.
  - 1.1.1.2 The second part, Technical Bid Evaluation, defines the evaluation process Canada will undertake.

## 2.0 TECHNICAL PROPOSAL REQUIREMENTS

### 2.1 Responding to Evaluation Criteria

- 2.1.1 Bidders must provide the information required for each listed requirement in accordance with the method identified in the "Compliance Documentation Required" column in the Evaluation of Key Mandatory Requirements table(s).
  - 2.1.1.1 The following compliance methods define the information required:
    - 2.1.1.1.1 **Compliance Statement (CS)** - Where "CS" is identified, the Bidder must describe in detail how the equipment offered fully complies with the requirement. Supporting documentation is requested but not essential.
    - 2.1.1.1.2 **Test Report (TR)** - Where "TR" is identified, the Bidder must provide a completed and detailed Test Report, including test procedures, data and results, for tests conducted on the equipment offered to confirm it fully complies with the requirement.
- 2.1.2 For each listed requirement, the Bidder must provide a response in the "Bidder's Response/References" column in the Evaluation of Key Mandatory Requirements table(s) to clearly explain how the requirement is met, either by including the specific reference to indicate where in their proposal the information is found or including the complete response directly in that column.

### **3.0 TECHNICAL BID EVALUATION**

#### **3.1 Technical Evaluation of Compliance**

##### **3.1.1 Evaluation of Key Mandatory Requirements**

- 3.1.1.1** The evaluation team will use the Bidder's submitted proposal to determine compliance against key mandatory requirements. See the Evaluation of Key Mandatory Requirements table(s) for more details.

##### **3.1.2 Assessment**

- 3.1.2.1** Results of compliance and non-compliance will be provided through PSPC CA.

### 3.2 Evaluation of Key Mandatory Requirements – Digital Radiography Panel System (DRPS)

Serial	Requirement Reference(s)	Requirement Description	Compliance Documentation Required CS – Compliance Statement TR - Test Report	Bidder's Response/References	Compliance (This column is for the Evaluation Team only)	
					"C"	"NC"
M1	ANNEX A – Para A1.2.1.3	The DR Panel must connect to and control the Golden Engineering XRS-3 (NSN 01-608-7857), that is in-service with DND, as a source to generate the X-rays.	CS			
M2	ANNEX A – Para A1.2.1.4.2	<b>Wireless Link Mode</b> The DR Panel must have a wireless link mode from the DR Panel to the Toughbook® 33 computer with a range of no less than 200 m.	CS			
M3	ANNEX A – Para A1.3.1	<b>Size</b> The DR panel must have an imaging area size of no less than 400 mm by 350 mm. The DR panel must be no more than 550 mm by 550 mm by 50 mm in size.	CS			
M4	ANNEX A – Para A1.3.2	<b>Weight</b> The DRPS, as per para. A1.1.1.2, must weigh no more than 25 kg. The DR Panel must weigh no more than 10 kg.	CS			
M5	ANNEX A – Para A1.4.1	<b>Image Resolution</b> The DRPS must have an analog to digital conversion range of no less than 16 bits. The DR Panel must provide an image with a resolution of no more than 155 micrometers (155 µm).	CS			

**ANNEX I**  
**TO W8486-217363**  
**REVISED APR 14 2022**

Serial	Requirement Reference(s)	Requirement Description	Compliance Documentation Required CS – Compliance Statement TR - Test Report	Bidder's Response/References	Compliance (This column is for the Evaluation Team only)	
					"C"	"NC"
M6	ANNEX A – Para A1.4.2	<b>Image Rendering Time</b> The DRPS must provide an image in no more than 10 seconds from the time when the DR Panel is exposed to X-rays.	CS			
M7	ANNEX A – Para A1.4.3	<b>Advanced Imaging</b> The DRPS must detect, display and differentiate organic and inorganic material within the scanned image.  The DRPS must display scanned images with a visual depth assisting the user in determining where an object is located in 3-axis.	CS			
M8	ANNEX A – Para A1.4.5.2	The DR Panel must have a built-in rechargeable battery providing no less than two (2) hours of operation, assuming no more than 30 scans in the two (2) hours.	CS			
M9	ANNEX A – Para A1.4.6	<b>Ingress Protection</b> The DR Panel must have no less than an IP67 rating, or equivalent, IAW NEMA IEC 60529, when operating in Wireless Link Mode and Wired Link Mode.	TR			
M10	ANNEX A – Para A1.4.7	<b>Impact Survivability</b> The DR Panel must remain fully functional when dropped from a height of no less than 75 centimeters, impacting a rigid surface, and dropped in any orientation.	TR			

**ANNEX J**

**FINANCIAL EVALUATION**

**DIGITAL RADIOGRAPHY PANEL SYSTEM**



ACQUISITION FINANCIAL EVALUATION TABLE						
MANDATORY COMPLETION OF EACH PRICE "BOX". IF THERE IS NO COST PLEASE INSERT "0" or Nil.						
Item #	Item Description		Qty	Unit price	GST/HST	Total price
1	DRPS (para. A1.0)		9			
2	Contract Master Schedule (para. 3.2.1)		1			
3	Contract Status Report (para. 3.3.1)		LOT			
4	Kick-off Meeting (para. 3.4.2)		1			
	Meeting Agenda (para. 3.4.5.1.1)					
	Meeting Minutes (para. 3.4.5.1.2)					
5	ILS Meeting (para. 3.4.3)		1			
	Meeting Agenda (para. 3.4.5.1.1)					
	Meeting Minutes (para. 3.4.5.1.2)					
6	Application for Spectrum Supportability (para. 4.3.2)		1			
7A	Operator and Comprehensive Maintenance Manual - English (para. 4.4.1.1)		1			
7B	Operator and Comprehensive Maintenance Manual - Bilingual (para. 4.4.1.1)		LOT			
8A	Operator Quick Reference Card - English (para. 4.4.1.2.1)		1			
8B	Operator Quick Reference Card - Bilingual (para. 4.4.1.2.1)		LOT			
9A	Operator Training Package - English (para. 4.4.1.3.1)		1			
9B	Operator Training Package - Bilingual (para. 4.4.1.3.1)		LOT			
10	Provisioning Parts Breakdown (para. 4.5.3.1.1)		1			
11	Supplementary Provisioning Technical Documentation (para. 4.5.3.2.1)		1			
12	Identification Plates (para. 4.6.1)		LOT			
13	Controlled & Non-Controlled Goods List (para. 4.7.1)		1			
14	Identification Labels for Storage & Shipment and Packaging Codes (para. 4.8.3)		1			
15	List of Items to be Supported (para. 4.9.1)		1			
16	Operator Training Session (para. 4.10.2)	Training Location:				
		CFB Gagetown	1			
17	Equipment Environmental Assessment (para. 5.4.1)		1			
			Subtotal (to be evaluated) without tax			\$ -
				GST/HST		\$ -
			Grand Total including tax			\$ -
Note 1:	Items 1 - 17 above, and Item 18 below, will be evaluated for the lowest overall price.					
Note 2:	'LOT' equates to a varied quantity needed to fulfill the requirements of the CDRL.					

Optional Requirements:				
Item #	Item Description	Qty	Unit price	Total price
18	DRPS (para. A1.0), <u>up to 61 additional units</u> , including Operator and Comprehensive Maintenance Manual and Operator Quick Reference Card	61	\$ -	\$ -
19	Potential Additional Work Request	-	TBD	TBD
20	<b>Option</b> to acquire Spare Parts after approval from DND	-	TBD	TBD

IN-SERVICE SUPPORT FINANCIAL EVALUATION TABLE	
Bidders' Instructions	
<b>Note 1</b>	Based on the requirements in Annex C Support SOW and the information provided in the tables below for the various activity scenarios, Bidders must fill in firm years only, and the other white cells in the tables below.
<b>Note 2</b>	Bidders must list all labour categories that may be required to completed the work. Other* Labour Categories that are not already listed may be added. The bidder must clearly describe which labour category they are proposing.
<b>Note 3</b>	Work Load % is an estimate and will only be used for bid and evaluation purposes, these hours do not represent any intended or potential final contract value.
<b>Note 4</b>	Option Years will be negotiated when and if the client choses to Extend the Contract.

**Table One - Labour Categories - In-Service Support**

Labour Category	Bid Currency used	Hourly Rate/ Labour Category →	Firm Years (Hourly Rate)			Option Years (Hourly Rate) (to be negotiated - Note 4)						
			YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
Project Manager												
Administration												
Engineer												
Technician												
Technologist												
Logistician												
Draftsperson/Illustrator												
Other*												
Other*												
Other*												

**Table Two - ANNEX B - SUPPORT SOW - 3.0 R&O Activities (Pre-Authorized R&O)**

Repair & Overhaul Activities	Details	Labour Category Group Estimated Workload				Firm Years (Workload x Avg. Rate x Percentage)			Option Years (to be negotiated - Note 4)						
		Labour Category Group	*Labour Category Used	**Average Hourly Rate	Workload percentage	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
	*In the cell provided, Bidders must indicate what labour categories were used from each labour category group (Administrative and Technical), as per Table One.  ** As the bidder is requested to propose their own labour categories as per Table One, only the average hourly rates for Administrative and Technical will be calculated and used for evaluation purposes. Bidders are requested to provide only one hourly rate per Labour Category Group. Example: If the Bidder inputs Project Manager (\$10.00/h) and Administration (\$20.00/h) under the Labour Category Group Administrative, Project Manager plus Administration equals \$30.00/h divided in 2, gives an average hourly rate of \$15.00/h.  For the R&O hourly work described in the Support SOW, the following is the overall estimated workload per year: Year 1 – Estimated Workload to be 100 hours Year 2 – Estimated Workload to be 100 hours Year 3 – Estimated Workload to be 100 hours	Administrative			30% of overall hours										
		Technical			70% of overall hours										
		Example - Engineer, Technician, Other, etc.)													
		Mark-up/Overhead rate					%	%	%	%	%	%	%	%	%
		Sub-Total Cost →				\$	-	\$	-	\$	-	\$	-	\$	-

Table Three - R&O Spares Provisioning															
Repair & Overhaul Activities	Details	Firm Years (OEM Spares with Mark-up)			Option Years (OEM Spares with Mark-up) (to be negotiated - Note 4)										
		YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10				
R&O Spares Provisioning	For R&O spares provisioning described in the Support SOW, the following is the overall estimated OEM spares required per year.														
	Provide the cost of these spares to Canada, specifically including the Contractor's price markup (if any) on the OEM spares.	\$20,000	\$20,000	\$20,000											
	Price of Spares are for evaluation purposes only and does not represent any intended or potential final price of spares. Example: if the Mark up is 5% the sub-total Cost would be Spares x 1.05 = \$21,000	%	%	%	%	%	%	%	%	%	%	%	%	%	
		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
		Sub-Total Cost →													
SUPPORT SOW R&O Activities - Subtotal (to be evaluated)		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
GST/HST															
Total Annual Value		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
TOTAL FOR ALL FIRM YEARS OF IN-SERVICE SUPPORT (Table 2 +3)		\$													

Financial Evaluation Pricing Summary		
NOTE: THIS VALUE IS FOR EVALUATION PURPOSES ONLY AND DOES NOT REPRESENT ANY INTENDED OR POTENTIAL FINAL CONTRACT VALUE.		
Table	Details	Cost
ACQUISITION FINANCIAL EVALUATION TABLE	Items 1 to 17, and Item 18 Total Price	\$
IN-SERVICE SUPPORT FINANCIAL EVALUATION TABLE	Total for all Firm Years (Total from Table 2 + 3)	\$
Grand Total (CAD):		\$0.00