



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

## BID SOLICITATION DEMANDE DE SOUMISSIONS

The Bidder offers to provide to Canada the goods, services or both listed in the bid solicitation in accordance with the conditions set out in the bid solicitation and at the prices set out in the bid.

This bid solicitation is issued in accordance with the conditions of Supply Arrangement No. . Only suppliers who are pre-qualified and have been issued a supply arrangement at the time this bid solicitation is issued are eligible to bid.

Le soumissionnaire offre de fournir au Canada les biens, services ou les deux énumérés dans la demande de soumissions aux conditions prévues dans la demande de soumissions et aux prix indiqués dans la soumission.

Cette demande de soumissions est émise conformément aux conditions de l'arrangement en matière d'approvisionnement numéro

. Seuls les fournisseurs qui sont pré-qualifiés et auxquels un arrangement en matière d'approvisionnement a été émis au moment où cette demande de soumissions est émise peuvent présenter une soumission.

Solicitation No. - N° de la demande	Amendment No. - N° de modification
Solicitation closes - La demande prend fin at - à on - le	File No. - N° de dossier

Date of Solicitation - Date de la demande	
Address inquiries to - Adresser toute demande de renseignements à :	
Area code and Telephone No. Code régional et N° de téléphone	Facsimile No. N° de télécopieur
Destination	

**Instructions:  
Municipal taxes are not applicable.**

**Unless otherwise specified in the bid solicitation, all prices quoted must be net prices in Canadian funds including Canadian customs duties, excise taxes, and must be FOB, including all delivery charges to destination(s) as indicated. The amount for Applicable Taxes is to be shown as a separate item.**

**Instructions:  
Les taxes municipales ne s'appliquent pas.**

**Sauf indication contraire dans la demande de soumissions, tous les prix indiqués doivent être des prix nets, en dollars canadiens, comprenant les droits de douane canadiens, la taxe d'accise et doivent être FAB, y compris tous frais de livraison à la (aux) destination(s) indiquée(s). Le montant des taxes applicables doit apparaître séparément.**

Delivery required - Livraison exigée	Delivery offered - Livraison proposée
Supplier Name and Address - Nom et adresse du fournisseur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of supplier (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'impression)	
Signature	Date

## Annex "E" - Bid Solicitation

This solicitation and resulting contract are issued against the Supply Arrangement (SA) series E60HN-200ACS and all terms and conditions of the SA apply.

### 1. Security Requirement

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

- (a) the Bidder must hold a valid organization security clearance as indicated in "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 "Resulting Contract Clauses";
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;

### 2. Requirement

This solicitation and resulting contract are issued against the Supply Arrangement (SA) series E60HN-200ACS and all terms and conditions of the SA apply.

Vendor is requested to submit a bid for all items and/or services listed at Appendix "1.E" Statement of Work – Global Enterprise Solution – Domestic Electronic Security System (DESS) attached.

#### **A3080T (2021-11-29) COVID-19 vaccination requirement**

This requirement is subject to the COVID-19 Vaccination Policy for Supplier Personnel. Failure to complete and provide the COVID-19 Vaccination Requirement Certification as part of the bid will render the bid non-responsive.

### 3. Standard Instructions, Clauses and Conditions

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

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

Subsection 3.a) of Section 01, Integrity Provisions - Bid of the Standard Instructions ([2003](#)) incorporated by reference above is deleted in its entirety and replaced with the following:

- a. at the time of submitting an arrangement under the Request for Supply Arrangements (RFSA), the Bidder has already provided a list of names, as requested under the [Ineligibility and Suspension Policy](#). During this procurement process, the Bidder must immediately inform Canada in writing of any changes affecting the list of directors.

### 4. Submission of Bids

Bids must be submitted to the Contracting Authority identified at Article 5.1 of Annex "F" - Resulting Contract Clauses, by Friday July 8th, 2022, at 2pm.

## 5. Inquiries - Bid Solicitation

All Inquiries must be submitted to the Contracting Authority identified at Article 5.1 of Annex "F" no later than 2 calendar days before the bid closing date. Inquiries received after that time may not be answered.

## 6. Evaluation Procedures

Bids received will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria specified below:

### 6.1 Technical Evaluation

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation. Suppliers may only bid products and services that are currently identified in their supply arrangement.

<b>REQUIREMENTS</b>
<b>M1</b> The bidder must demonstrate, using project descriptions, that the proposed bidder has ten (10) years of experience in the installation of global enterprise solutions for IDACS.
<b>M2</b> The bidder must demonstrate using project descriptions that the proposed resources have experience planning and implementing a global enterprise solution for IDACS in at least four (4) different Canadian federal government departments or agencies.
<b>M3</b> The bidder must demonstrate using project descriptions that the resources have worked on a minimum of 5 IDACS implementation as a member or leader of a design or implementation.
<b>M4</b> – The bidder must demonstrate that the proposed resources can service the IDACS in need of repairs in all the work locations listed in the scope of work.
<b>M5</b> -- The bidder must demonstrate that the proposed resources can fluently speak English and French and provide detailed manuals for the IDACS in both official languages.

### 6.2 Financial Evaluation - Evaluation of Price

The price of the bid will be evaluated in Canadian dollars, DDP Delivered Duty Paid (destination), Incoterms 2000, including Canadian customs duties and excise taxes. The Goods and Services tax and/or Harmonized Sales Tax are excluded if applicable.

### 6.3 Basis of Selection

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

## 7. Resulting Contract Clauses

Please refer to Annex "F" - Resulting Contract Clauses of the Supply Arrangement E60HN-200ACS.

## 8. Certifications and Additional Information

### 8.1 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](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#)" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#)" list at the time of contract award.

### 8.2 COVID-19 Vaccination Requirement Certification (Annex G)

According to the COVID-19 Vaccination Policy for Vendor Personnel, all bidders must provide, with their bid, the certification of the COVID-19 vaccination requirement attached to this solicitation for their bid to be further considered. This certification attached to the solicitation on the closing date is attached to the resulting contract and becomes part of the contract.

## Annex "F" – Resulting Contract Clauses

### 1. Security Requirement

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

#### Security Clauses

##### **Canadian Contractor Security Requirement: Public Works and Government Services Canada (PWGSC) file list of security requirements for centralized professional services**

1. The Contractor/Offeror must hold at all times during the performance of the Contract/Standing Offer a valid Designated Organization Screening (DOS) issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC)
2. **All** Contractor/Offeror personnel requiring access to restricted work sites must hold a current **Secret Clearance** issued or approved by the CSP, PWGSC
3. The contractor **must not** use its own computer systems to electronically process, generate or store information or data and/or production at the protected level until authorized in writing by the CSP, PWGSC. When such authorization is given, these tasks may be performed up to **Protected Level B**.
4. Subcontracts with security requirements **shall not** be awarded without the prior written approval of the CSP, PWGSC
5. The contractor/offeree must comply with the provisions of:
  1. the Security Requirements Checklist and Security Directive (if applicable), attached as Appendix "H", and
  2. the Contract Security Manual (latest edition)

### 2. Requirement

Please refer to Appendix 1.E – Statement of work

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.

### 3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) issued by Public Works and Government Services Canada.

#### 3.1 General Conditions

General Conditions 2010A (2021-12-02) - Goods (Medium Complexity) apply to and form part of any Contract.

#### 3.2 Supplemental General Conditions

##### **2010A 32 Anti-forced labour requirements**

1. The Contractor represents and warrants that the Work is not mined, manufactured or produced wholly or in part by forced labour. Regardless of who acts as an importer, the Contractor must not during the performance of the Contract, directly or indirectly, deliver Work to Canada or import Work into Canada the importation of which is

- prohibited pursuant to ss. 136(1) of the *Customs Tariff Act* and tariff item No. 9897.00.00 of the *Customs Tariff – Schedule* (as amended from time to time), because it is mined, manufactured or produced wholly or in part by forced labour.
2. If a tariff classification determination is made under the *Customs Act* that the importation of the Work, or any part of the Work, is prohibited, the Contractor must immediately inform the Contracting Authority in writing. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Work or any part of the Work is classified under tariff item no. 9897.00.00 of the *Customs Tariff – Schedule* as mined, manufactured or produced wholly or in part by forced labour. If the Contractor is aware that the Work, or any part of the Work, is being or has been investigated regarding whether it is prohibited from entry pursuant to tariff item No. 9897.00.00, the Contractor must immediately inform the Contracting Authority in writing of that investigation.
  3. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if it has reasonable grounds to believe the Work was mined, manufactured or produced in whole or in part by forced labour or linked to human trafficking. Reasonable grounds for making such a determination may include:
    - a. Findings or Withhold Release Orders issued by the United States Customs and Border Protection, under the US *Trade Facilitation and Trade Enforcement Act* (TFTEA) of 2015; or
    - b. Credible evidence from a reliable source, including but not limited to non-governmental organizations.
  4. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Contractor has, in the past three years, been convicted of any of the following offences under the *Criminal Code* or the *Immigration and Refugee Protection Act*:

*Criminal Code*

- i. section 279.01 (Trafficking in persons);
  - ii. section 279.011 (Trafficking of a person under the age of eighteen years);
  - iii. subsection 279.02(1) (Material benefit - trafficking);
  - iv. subsection 279.02(2) (Material benefit - trafficking of person under 18 years);
  - v. subsection 279.03(1) (Withholding or destroying documents - trafficking);
  - vi. subsection 279.03(2) (Withholding or destroying documents - trafficking of person under 18 years); or
- Immigration and Refugee Protection Act*
- vii. section 118 (Trafficking in persons).
5. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Contractor has, in the past three years, been convicted of an offence in a jurisdiction other than Canada that, in Canada's opinion, is similar to any of the offences identified in paragraphs 4(i) to (vii).
  6. For purposes of determining whether a foreign offence is similar to a listed offence, PWGSC will take into account the following factors:
    - i. in the case of a conviction, whether the court acted within its jurisdiction;
    - ii. whether the supplier was afforded the right to appear during the court's proceedings or to submit to the court's jurisdiction;
    - iii. whether the court's decision was obtained by fraud; or
    - iv. whether the supplier was entitled to present to the court every defence that the supplier would have been entitled to present had the proceeding been tried in Canada.
  7. Where Canada intends to terminate the Contract under this section, Canada will inform the Contractor and provide the Contractor an opportunity to make written representations before making a final decision. Written representations must be submitted within 30 days from receiving a notice of concern unless Canada establishes a different deadline.

#### **4014 (2021-11-29) Suspension of the work**

1. The Contracting Authority may at any time, by written notice, order the Contractor to suspend or stop the Work or part of the Work under the Contract for a period of up to 180 days. The Contractor must immediately comply with any such order in a way that minimizes the cost of doing so. While such an order is in effect, the Contractor must not remove any part of the Work from any premises without first obtaining the written consent of the Contracting Authority. Within these 180 days, the Contracting Authority must either cancel the order or terminate the Contract, in whole or in part, under section(s) Default by the Contractor” or Termination for convenience of general conditions.
2. When an order is made under subsection 1, unless the Contracting Authority terminates the Contract by reason of default by the Contractor or the Contractor abandons the Contract, the Contractor will be entitled to be paid its additional costs incurred as a result of the suspension plus a fair and reasonable profit.
3. When an order made under subsection 1 is cancelled, the Contractor must resume work in accordance with the Contract as soon as practicable. If the suspension has affected the Contractor's ability to meet any delivery date under the Contract, the date for performing the part of the Work affected by the suspension will be extended for a period equal to the period of suspension plus a period, if any, that in the opinion of the Contracting Authority, following consultation with the Contractor, is necessary for the Contractor to resume the Work. Any equitable adjustments will be made as necessary to any affected conditions of the Contract.

#### **4013 (2021-11-29) 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.

#### **A3015C (2014-06-26) Certifications – Contract**

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

#### **3.3 SACC Manual Clauses**

SACC Reference	Section	Date
<a href="#">B1501C</a>	Electrical Equipment	2018-06-21
<a href="#">B7500C</a>	Excess Goods	2006-06-16

#### **4. Term of Contract**

All the deliverables must be received on or before **March 31, 2023**

## 5. Authorities

### 5.1 Client Contracting Authority

The Contracting Authority for the Contract is:

Name: Cecilia Phuong Thu Ho  
Title: Procurement and Contract Agent  
**Canada Economic Development for Quebec Regions**  
Address: 800, boul. René-Lévesque Ouest, bureau 500  
Montréal (Québec) H3B 1X9  
Telephone: (514) 346-8484  
E-mail address: cecilia-phuong-thu.ho@dec-ced.gc.ca

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

### 5.2 Project Authority

The Project Authority for the Contract is:

Name: Michel Boyer  
Title: Security coordinator, People, Culture and Workplace Directorate  
**Canada Economic Development for Quebec Regions**  
Address: 800, boul. René-Lévesque Ouest, bureau 500  
Montréal (Québec) H3B 1X9  
Telephone: (438) 459-0622  
E-mail address: Michel.boyer@dec-ced.gc.ca

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

### 5.3 Contractor's Representative

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



## **6 Payment**

### **6.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price of \$\_\_\_\_\_ (insert the amount at contract award). Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

### **6.2 Limitation of Price**

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

### **6.3 Multiple Payments**

SACC Manual clause [H1001C](#) (2008-05-12) Multiple Payments

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

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

- a. Direct Deposit (Domestic and International);

## **7. Invoicing Instructions**

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

If applicable, each invoice must be supported by:

- i. a copy of time sheets to support the time claimed;
- ii. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;

2. Invoices must be distributed as follows:

- (a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## **8. Applicable Laws**

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

9. **Priority of Documents**

If there is a discrepancy between the wordings 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 2010A (2021-12-02)
- (c) additional terms and conditions
  - 4014 (2021-11-29) suspension of the work;
  - 4013 (201-11-29) compliance with on-site measures, standing orders, policies, and rules
  - A3015 C (2014-06-26) certifications-contract
- (d) Appendix 1.E Statement of Work;
- (e) Annex H, Security Requirements Check List
- (f) the Contractor's bid dated \_\_\_\_\_

## **Appendix 1.E – STATEMENT OF WORK**

### **Global enterprise solution – domestic electronic security system (DESS)**

## INTRODUCTION

The purpose of this document is to describe the scope of work for Domestic Electronic Security System (DESS). This document represents a consolidation of the technical and functional requirements for the DESS. The requirements identify the DESS infrastructure, features and functionality needed to support the Canada Economic Development (CED) at all facilities in Canada. Currently, CED has 12 sites within the province of Quebec with non-compatible IDACS solutions. CED has a vision to remedy this issue by defining a single global enterprise solution which would provide auditing and monitoring capabilities at all CED sites from a web base solution. The objective is to continue to provide all CED sites with a consistent and universal technical, functional and operational capacity from a security perspective.

Physical security is the means by which CED implements measures to safeguard employees, assets and information. The foundation for the development of the scope of work is [the Royal Canadian Mounted Police \(RCMP\) Guidelines](#) related to protection, detection and response.

While CED has established a series of standards for the definition, design and implementation of physical security strategies, these guidelines provide a well-researched methodology for enhanced architectural, technology and personnel solutions. Citing from G1-025: Protection is achieved with physical, procedural, and psychological barriers to delay or deter unauthorized access. Protective barriers should: deter an attacker, mark the perimeter of a restricted area, delay or prevent access, protect a person or asset from a threat, contain a person or asset from a threat or impede escape.

Detection involves the use of appropriate devices, systems and procedures to signal that an attempted or actual unauthorized access has occurred. There are four steps to detection: notice of the event, conveys information regarding the event to an analysis centre, analyze the information received and evaluate it and if it is deemed that the event is unauthorized, then initiate intervention. In the context of physical security, response entails the implementation of measures to ensure that security incidents are reported to appropriate security officials and immediate and long-term corrective action is taken in a timely fashion. Effective response strategies should be based on the adversaries and their qualities, the ability of the responders to reach the asset or the target and capabilities of the responders. In the contents of this Statement of Requirements, the technical aspects of these key elements of a sound physical security strategy are described.

## OBJECTIVES OF CONTRACT

The objective of DESS is to provide CED with a computer-based system with which to protect, defend and respond to actual and potential security and life-safety events and situations affecting its people, assets and information.

## BACKGROUND

The objective of the global enterprise solution for the Domestic Electronic Security System (DESS) is to provide the Canada Economic Development (CED) with a computer-based system with which to protect, defend and respond to actual and potential security and life-safety events and situations affecting its people, assets and information.

The context is one of geographic spread of branches and the fact that they are sometimes located in private facilities, sometimes in crown buildings. This fact reinforces the position and the need to implement a centralized access management system for our offices.

## SCOPE OF WORK

The global enterprise solution initiative must be scalable to accommodate CCTV in the future. The solution must have a secure web access capability to access from a remote location. An accredited cloud service as per GC standards must be available with data residing in Canada. A redundancy solution will be required. The integration of the new IDACS will be required at 12 sites as indicated in below. CED plans to upgrade those sites in a systematic fashion over the entire duration of the project. At this time, it is expected that such upgrades would occur in fiscal years 22/23. To successfully complete those processes, CED would need to engage the vendor through the utilization of their resources (hardware and software engineers, etc.). Their role would be to assist CED in understanding their system and to finalize the hardware and software platform required for their application, as well as to assist in designing and documenting a network strategy that would fit with CED's environment and allow for the required communications of their devices, such as appliances or cloud or servers. In addition to this, CED would also have a requirement for training on the proposed solution to ensure that the resources are sufficiently knowledgeable on the new product. Training would involve six participants.

## SYSTEM DESCRIPTION

Currently CED sites has non-compatible Intrusion Detection Access Control Systems (IDACS):

- **Montreal, 800 René Lévesque, West:**
  - *Kantech / DSC software.*
- **Gatineau, 165 Hôtel de Ville:**
  - *AFX express.*
- **Regional sites located in Quebec:**
  - Local security companies.

## DELIVERABLES

The Vendor must, to the satisfaction of the Project Authority or delegated authority (hereafter referred to as "the Client"), undertake the following task/deliverables listed below using their own tools, ladders and other necessary equipment needed, whenever appearing at a CED location for any reason whatsoever. When required and after verification with the Client, rental equipment may be leased and used until completion of the task. The Vendor shall clean, adjust, and test each system component to ensure that they are operational within manufacturers' specifications and maintained.

## CONSTRAINTS

The vendor shall install a national electronic security system and solution that is fully installed and maintained by the vendor outside the CED information technology network.

The vendor shall ensure that all software and hardware have no proprietary rights and has an open architecture.

The vendor/products/software will be certified:

- ISO 27001
- UL 2900-2-3 Level 3 (L3)
- SOC 2 Type II

The supplier shall ensure that the national electronic security system set up shall be compatible with the existing peripherals and integrate with current infrastructure, e.g., wiring, proximity readers, CCTV, etc.

The Vendor will have access to floor plans and to the sites to properly assesses to work required, coordination will be required with client.

The Vendor will complete the work:

- 800 RL, Montreal and 165 HDV, Gatineau by March 31, 2023
- 10 Regional sites by March 31, 2023

The Vendor staff and technicians, including their subcontractors must have a Canadian government secret security clearance status, the Vendor will be required to provide their names and date of births.

The Vendor must give the Client full and exclusive electronic access to the system and all corresponding databases to prevent a “lock-out” from all systems.

No part of this agreement shall be assigned or subcontracted by the Vendor without the prior written consent of the Client. Any party subcontracted by the Vendor shall be subject to the Terms and Conditions in this agreement.

The Vendor shall, at its own expense, incur all travel expenses between the various facilities required for the 12 facilities as set forth below at its own expense.

The Vendor shall, at its own expense, ensure that all waste materials are removed from the service, installation, or work site, and the property occupied by the Department. The Vendor warrants that all such waste, including any materials deemed to be hazardous by Federal and Provincial regulations, will be properly handled and disposed of, and will not be abandoned. The Department reserves the right to withhold payment until such time as the Vendor has fully complied with the foregoing.

No advertising or publicity matter having or containing any reference to the Canada Economic Development for Québec Regions or any of its agents and employees shall be made by the Vendor, or anyone on the Vendor's behalf, unless written consent has been obtained from the Client to do so.

The Vendor's technicians shall have sufficient knowledge of French to speak, read and comprehend.

If/when requested, the Vendor shall be fully responsible in proving Fall-Protection Systems and applicable employees Fall-Protection certification that are compliant with CANADA REGULATION SOR/86-304 under the Canada Occupational Health and Safety Regulations under the Canada Labour Code. See <http://www.fallpro.com/fall-protection-info-center/regulations/canada-federal/> for complete details.

## CONTROL MEASURES

The Vendor must work closely with the client and prepare a project charter for the work to be accomplished with start and completed dates for each site. The project charter must be approved and signed by the Client 2 weeks after the contract is awarded. Upon full completion of each work site, an acceptance test report must be approved and signed by the client.

**All reports are to include:**

- a) a unique identification number (ID)
- b) date and time of the inspection
- c) building name & location
- d) equipment identification (model)
- e) technician's name and signature
- f) work performed
- g) detailed list of all equipment condition

- h) new part provided by the company.
- i) Client or Technical Authority's signature
- j) work outstanding
- k) affected components
- l) potential residual effects and interim measure to mitigate any risk.

**All invoices must include:**

- a) contract numbers
- b) period covered by invoice
- c) building name and address

## DEFECTS AND WARRANTY

The Vendor warrants parts and software furnished, and ALL work done under the resulting Contract by March 31 2023, will be of good quality, free from faults and defects within a period of one (1) year from the final acceptance by the Client in concordance with the resulting Contract. Upon notification by the Client, the Vendor shall proceed at its own expense to replace any defective materials and labour necessary to correct any defect. Should the Vendor fail to do so, the Client may, at the Vendor's expense, furnish such materials or labour as are necessary to bring the work up to the required standard.

## WORK LOCATIONS

All work in this agreement will be completed at the following CED locations:

Headquarters New enterprise solution required.	800, boul. René-Lévesque Ouest, bureau 500, Montréal H3B 1X9
Abitibi-Témiscamingue–Nord-du-Québec New enterprise solution required.	906, 5e Avenue, Val-d'Or, J9P 1B9
Affaires gouvernementales - Place du Portage, Phase II AFX express – New enterprise solution required.	Place du Portage, Phase II 165, rue de l'Hôtel-de-Ville, 8iem étage Gatineau J8X 3X2
Bas-St-Laurent New enterprise solution required.	180, rue des Gouverneurs, suite 302, Rimouski, G5L 8G1
Cantons-de-l'Est New enterprise solution required.	202, rue Wellington Nord, bureau 100, Sherbrooke, J1H 5C6
Centre-du-Québec New enterprise solution required.	1100, boulevard René-Lévesque, bureau 105, Drummondville, J2C 5W4
Côte-Nord New enterprise solution required.	701, boul. Laure, bureau 202B Sept-Îles G4R 1X8

Gaspésie–Îles-de-la-Madeleine New enterprise solution required.	120, rue de la Reine, 3e étage Gaspé G4X 2S1
Mauricie New enterprise solution required.	125, rue des Forges, bureau 350 Trois-Rivières G9A 2G7
Outaouais New enterprise solution required.	259, boul. Saint-Joseph, bureau 202 Gatineau J8Y 6T1
Manège militaire Voltigeurs de Québec- Québec–Chaudière- Appalaches New enterprise solution required.	Manège militaire Voltigeurs de Québec 805 avenue Wilfrid-Laurier, Bureau 201, Québec, G1R 2L3
Complexe Jacques-Gagnon- Saguenay–Lac-St-Jean New enterprise solution required.	Complexe Jacques-Gagnon 100, rue Saint-Joseph Sud, bureau 203, Alma, G8B 7A6

**ANNEX G**  
**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 with Health Canada-approved COVID-19 vaccine(s); or
- (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;

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.



## ANNEX H SECURITY REQUIREMENT CHECK LIST (SRCL)



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat

9K001-523-0102

Security Classification / Classification de sécurité  
UNCLASSIFIED

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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine	2. Branch or Directorate / Direction générale ou Direction	
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Mettre à jour le système actuel de contrôle d'accès de détection d'intrusion (IDACS) de tous les sites de DEC dans la province de Québec. La vision définit une solution Web unique et globale du IDACS. La solution doit être dotée d'un accès Web sécurisé permettant d'y accéder à distance. Un service infonuagique accrédité selon les normes du GC doit être disponible avec des données résidant au Canada. Une solution de redondance sera nécessaire. L'intégration de la nouvelle solution d'IDACS sera exigée pour 12 établissements comme il est énoncé ci-dessous. DEC compte mettre à jour ces établissements de manière systématique tout au long du projet. L'objectif est de relever les		
5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées? <span style="float: right;"><input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui</span>		
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? <span style="float: right;"><input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui</span>		
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) <span style="float: right;"><input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui</span>		
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. <span style="float: right;"><input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui</span>		
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? <span style="float: right;"><input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui</span>		
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	
Foreign / Étranger <input type="checkbox"/>		
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable / À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	
7. c) Level of information / Niveau d'information		
PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
UNCLASSIFIED





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

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

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?  No / Non  Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :  
Document Number / Numéro du document :

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

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

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

Special comments:  
Commentaires spéciaux : \_\_\_\_\_

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

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?  No / Non  Yes / Oui

If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté?  No / Non  Yes / Oui

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

11. b) Will the supplier be required to safeguard COMSEC information or assets?  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?  No / Non  Yes / Oui

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?  
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?  No / Non  Yes / Oui

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?  No / Non  Yes / Oui



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

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.  
Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.  
Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
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).**

Contract Number / Numéro du contrat 9K001-S23-0102
Security Classification / Classification de sécurité UNCLASSIFIED

PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
<b>13. Organization Project Authority / Chargé de projet de l'organisme</b>			
Name (print) - Nom (en lettres moulées) Michel Boyer		Title - Titre Coordonnateur à la sécurité	Signature Boyer, Michel
Telephone No. - N° de téléphone (438) 459-0622	Facsimile No. - N° de télécopieur N/A	E-mail address - Adresse courriel michel.boyer@dec-ced.gc.ca	Date
<b>14. Organization Security Authority / Responsable de la sécurité de l'organisme</b>			
Name (print) - Nom (en lettres moulées) Savannah Archambault		Title - Titre ASU#41 / AS-02	Signature <i>Savannah Archambault</i>
Telephone No. - N° de téléphone (438) 342-4254	Facsimile No. - N° de télécopieur N/A	E-mail address - Adresse courriel savannah.archambault@dec-ced.gc.ca	Date 2022-05-09
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input type="checkbox"/> No / <input type="checkbox"/> Oui
<b>16. Procurement Officer / Agent d'approvisionnement</b>			
Name (print) - Nom (en lettres moulées) Cecilia Phuong Thu Ho		Title - Titre Agente en approvisionnement et contrats	Signature Ho, Cecilia Phuong Thu
Telephone No. - N° de téléphone 514-346-8484	Facsimile No. - N° de télécopieur N/A	E-mail address - Adresse courriel cecilia-phuong-thu.ho@dec-ced.gc.ca	Date 2022-05-11
<b>17. Contracting Security Authority / Autorité contractante en matière de sécurité</b>			
Name (print) - Nom (en lettres moulées) Jacques Saumur		Title - Titre Agent d'assurance de la qualité	Signature Saumur, Jacques O
Telephone No. - N° de téléphone N/A	Facsimile No. - N° de télécopieur N/A	E-mail address - Adresse courriel Jacques.Saumur@tpsgc-pwgsc.gc.ca	Date 2022-05-03