



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada

See herein for bid submission
instructions/

Voir la présente pour les
instructions sur la présentation
d'une soumission

NA

Alberta

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

Public Works and Government Services Canada/Travaux
publics et Services gouvernementaux Canada

Harry Hays Building (HHB)

Room 759, 220-4th Avenue SE

Calgary

Alberta

T2G 4X3

Title - Sujet CCTV Replacement Remplacement de l'équipement vidéo en circuit fermé (EVCF)	
Solicitation No. - N° de l'invitation G9292-229444/A	Date 2022-06-22
Client Reference No. - N° de référence du client G9292-229444	
GETS Reference No. - N° de référence de SEAG PW-\$CAL-141-7274	
File No. - N° de dossier CAL-1-44056 (141)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Mountain Daylight Saving Time MDT on - le 2022-08-03 Heure Avancée des Rocheuses HAR	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Major, Andrea	Buyer Id - Id de l'acheteur cal141
Telephone No. - N° de téléphone (403) 796-3230 ()	FAX No. - N° de FAX (418) 566-6167
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: EMPLOYMENT AND SOCIAL DEVELOPMENT CANADA VARIOUS LOCATIONS Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

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G9292-229444

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-1-44056

Buyer ID - Id de l'acheteur
ca1141
CCC No./N° CCC - FMS No./N° VME

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

1.2 Statement of Work

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

1.3 Comprehensive Land Claims Agreement(s)

This procurement is subject to the following Comprehensive Land Claims Agreement(s):

The Nunavut Land Claims Agreement, the Inuvialuit Final Agreement, the Gwich'in Comprehensive Land Claim Agreement, the Kwanlin Dun First Nation Final Agreement, the Ta'an Kwach'an Council Final Agreement and the Tlicho Land Claims Agreement.

1.3.1 Nunavut Directive

This procurement is subject to the Directive on Government Contracts, Including Real Property Leases, in the Nunavut Settlement Area (the [Nunavut Directive](#)).

The Nunavut Directive has the following objectives:

- a. Increased participation by Inuit firms in business opportunities in the Nunavut Settlement Area economy;
- b. Improved capacity of Inuit firms to compete for government contracts and real property leases in the Nunavut Settlement Area; and
- c. Employment of Inuit at a representative level in the Nunavut Settlement Area workforce.

1.4 Debriefings

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

1.5 Canada Post Corporation's (CPC) Connect service

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

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

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

Delete: 60 days

Insert: 90 days

2.1.1 SACC Manual Clauses

B1501C (2018-06-21), Electrical Equipment

B6802C (2007-11-30), Government Property

B9028C (2007-05-25), Access to Facilities and Equipment

2.2 Submission of Bids

Bids must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date and time indicated on page 1 of the bid solicitation:

PWGSC Western Region Bid Receiving Unit

Suppliers are strongly encouraged to submit bids electronically using the Canada Post Corporation's (CPC) Connect service for the subject bid solicitation. The Bidder must send an email requesting to open a CPC Connect conversation to the following address:

roreceptionSoumissions.wrbidreceiving@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.

It is the Bidder's responsibility to ensure the request for opening a CPC Connect conversation is sent to the email address above at least six days before the solicitation closing date.

Faxed bids will be accepted at 1-418-566-6167.

Hard copy (submitted in person or via mail/courier) bids will not be accepted for the subject bid solicitation.

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 five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

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 CPC Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid
Section II: Financial Bid
Section III: Certifications

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

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

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

Section I: Technical Bid

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

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

3.1.1 Electronic Payment of Invoices – Bid

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

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

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

3.1.2 Exchange Rate Fluctuation

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

3.1.3 SACC Manual Clauses

Section III: Certifications

Bidders must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Indigenous Opportunities Consideration Evaluation

Indigenous Opportunity Considerations criteria are included in Annex "D".

4.1.2 Technical Evaluation

Mandatory and point-rated technical evaluation criteria are included in Annex "C".

4.1.2 Financial Evaluation

SACC Manual Clause [A0222T](#) (2014-06-28), Evaluation of Price-Canadian/Foreign Bidders

4.2 Basis of Selection

4.2.1 Basis of Selection – Highest Combined Rating of Technical and Indigenous Opportunity Considerations (IOC) Merit and Price

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria; and
 - c. obtain the required minimum of 0 points overall for the IOC merit criteria which are subject to point rating. The rating is performed on a scale of 100.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of IOC merit technical merit, and price. The ratio will be 10% for the IOC merit, 20% for the technical merit, and 70% for the price.
4. To establish the IOC merit score, the overall IOC score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the weighting of 10%.
5. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 20%.
6. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the weighting of 70% will be applied in the final combined rating.
7. For each responsive bid, the IOC merit score, the technical merit score, and the pricing score will be added to determine its combined rating.
8. Neither the responsive bid obtaining the highest IOC score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of IOC merit, technical merit, and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/30/10 weighting of price, technical merit, and IOC merit, respectively. The total available points equals 100 and the lowest evaluated price is \$45,000 (45).

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File No. - N° du dossier
CAL-1-44056

Buyer ID - Id de l'acheteur
cal141
CCC No./N° CCC - FMS No./N° VME

Basis of Selection - Highest Combined Rating Price (70%), Technical Merit (20%), and IOC Merit (10%)			
	Bidder 1	Bidder 2	Bidder 3
Overall IOC Score	85/100	66/100	71/100
Overall Technical Score	65/100	85/100	70/100
Bid Evaluated Price	\$55,000.00	\$50,000.00	\$45,000.00
Calculations	IOC Merit Score	$85/100 \times 10 = 8.50$	$66/100 \times 10 = 6.60$
	Technical Merit Score	$65/100 \times 20 = 13$	$85/100 \times 20 = 17$
	Pricing Score	$45/55 \times 70 = 57.28$	$45/50 \times 70 = 63.00$
Combined Rating	78.78	86.60	91.10
Overall Ranking	3rd	2nd	1st

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

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.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Status and Availability of Resources

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

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

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

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid 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).

6.2 Statement of Work

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

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

[2010C](#) (2021-12-02), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract award to **(TBD)**

6.4.2 Comprehensive Land Claims Agreement(s)

This procurement is subject to the following Comprehensive Land Claims Agreement(s):

The Nunavut Land Claims Agreement, the Inuvialuit Final Agreement, the Gwich'in Comprehensive Land Claim Agreement, the Kwanlin Dun First Nation Final Agreement, the Ta'an Kwach'an Council Final Agreement and the Tlicho Land Claims Agreement.

6.4.3 Delivery Points

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

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Andrea Major
Title: Procurement Specialist
Public Works and Government Services Canada
Procurement Branch

Address: Harry Hays Building Room 759
220 4th Ave SE
Calgary AB T2G 4X3

Telephone: 403-796-3230
Facsimile: 403-292-5786
E-mail address: andrea.major@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.

6.5.2 Technical Authority

The Project Authority for the Contract is:

To Include at Award

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

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

6.5.3 Contractor's Representative

(to be completed by the bidder)

Name: _____

Title: _____

Organization: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

6.6 Proactive Disclosure of Contracts with Former Public Servants

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

6.7 Payment

6.7.1 Basis of Payment

6.7.1.1 Basis of Payment – Firm Price, Firm Unit Price(s) or Firm Lot Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price as specified in the contract for a cost of \$ _____ (TBD). Customs duties are included and Applicable Taxes are extra.

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

6.7.1.2 Travel and Living Expenses

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for overhead or profit, 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.

6.7.2 Limitation of Price

SACC Manual clause [C6000C](#) (2017-08-17), Limitation of Price

6.7.3 Milestone Payments - Not subject to holdback

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract if:

- a. an accurate and complete claim for payment using [PWGSC-TPSGC 1111](#), Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all the certificates appearing on form [PWGSC-TPSGC 1111](#) have been signed by the respective authorized representatives;
- c. all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

6.7.4 Schedule of Milestones

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

Milestone No.	Description or "Deliverable"	Firm Amount	Due Date or "Delivery Date"
1	1/3 of sites deployed by (TBD)	(TBD)	(TBD)
2	2/3 of sites deployed by (TBD)	(TBD)	(TBD)
3	All sites deployed by (TBD)	(TBD)	(TBD)

6.7.5 Electronic Payment of Invoices – Contract

TBD

The Contractor accepts to be paid using 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).

6.8 Invoicing Instructions

- The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
- Each invoice must be supported by:
 - a copy of time sheets to support the time claimed;
 - a copy of the release document and any other documents as specified in the Contract;
 - a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses.
- 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.
OR
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.9 Certifications and Additional Information

6.9.1 Compliance

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

6.9.2 Federal Contractors Program for Employment Equity - Default by the Contractor

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

6.10 Applicable Laws

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

6.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2020-05-28), General Conditions - Higher Complexity – Services;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Mandatory Criteria;
- (f) Annex D, Indigenous Opportunity Consideration;
- (g) Annex E, Security Requirements Check List;
- (h) Annex H, Task Authorization Form;
- (i) the Contractor's bid dated _____, (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award:*"), as clarified on _____ " **or** ", as amended on _____ " *and insert date(s) of clarification(s) or amendment(s)*".

6.12 SACC Manual clauses

[A2000C](#) (2006-06-16), Foreign Nationals (Canadian Contractor)

6.13 Insurance Requirements

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

6.14 Dispute Resolution

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

ANNEX "A"

STATEMENT OF WORK

1. Title

Replacement of Closed Circuit Video Equipment (CCVE) in ninety-nine (99) locations across the Western-Territories (W-T) region.

2. Objectives

As part of our mandate to ensure the safety and security of our staff, assets and sites, Internal Integrity and Security (IIS) uses CCVE equipment to capture and record interactions with the public. We must ensure this equipment is fully operational; replacing legacy and malfunctioning CCTV equipment will help ensure that IIS can provide records and footage of monitored areas as required.

3. Background

IIS operates CCVE equipment at one-hundred and five (105) client facing sites in the W-T region. The equipment currently deployed in ninety nine (99) of these sites has reached its end of life and is no longer be supported by the manufacturer or suppliers. We have new CCVE equipment in stock to address the 99 sites and require a vendor's support to install, configure, test and ensure its operability, as well as remove the old/dysfunctional equipment.

4. Scope of Work

For each site in scope, the following work is required:

1. Receive CCVE equipment from ESDC
2. Validate that received CCVE equipment is fully operational and, if required, work with the manufacture to rectify issues
3. Configure the DVR with provided network, account, and camera details
4. Deliver and install the equipment at the destination location
5. Work with local staff to ensure that removal and installation activities are performed with minimal disruption and maximum safety for all
6. Remove the existing DVR and cameras
7. Replace cabling as required to accommodate the new equipment, or install additional technology to utilize the existing cable infrastructure if required
8. Position new cameras in the same location and direction as the existing cameras
9. Work with remote staff to validate remote connectivity and confirm camera positioning
10. Test the newly installed equipment to ensure full operability
11. Provide training to local staff to perform basic system checks and to access footage
12. Package the legacy CCVE equipment and ship to ESDC

13. Take pictures and record serial numbers of the newly deployed equipment and send to W-T-Security-Securite-GD@servicecanada.gc.ca

4.1 Tasks

As defined in the scope of work.

5. Constraints

The contractor is expected to assign a Project Manager to oversee the project and be accountable for the vendor's activities for its duration.

All equipment must be deployed by [date].

Work must be performed during times when the site is open to the public.

The contractor's staff must arrive when the site opens and report to both the local and remote ESDC staff. The contractor's technician must be equipped with sufficient tools and supplies to perform the work in one visit.

Some sites are in remote locations with little to no local resources and limited travel availability.

6. Meetings

There will be a project kick-off meeting, weekly progress meetings, and project close meeting. These meetings will be attended by the contractor's Project Manager, ESDC Project Manager, and other stakeholders as required.

The contractor's technician must report-in when they arrive on-site, maintain communication with local and remote staff, and obtain validation of a working system prior to departing the site.

7. Travel

The contractor is expected to travel to each location to install equipment. As some sites are located in rural and remote areas, it is expected that the contractor fly in and use accommodations when required.

8. Client Support

The contractor will be supplied with the equipment for deployment, along with the site specific details. Site specific details will include the address, hours of operation, local and remote site contacts, count of cameras, DVR network configuration, and DVR account configuration. When feasible, images will be provided of the existing CCVE equipment.

The ESDC Project Manager will liaise with contractor's Project Manager and will offer support as required.

9. Resources and Level of Effort

The contractor's Project Manager will coordinate all contractor activities, facilitate weekly project meetings, provide progress reports, resolve issues and address needs as required.

The vendor to provide logistical resources to receive, kit, deploy, and track equipment until it reaches its ultimate destination.

ESDC requires the vendor's technical resources to pre-configure the CCVE equipment at the contractor's location.

The vendor to utilize technical resources to install the CCVE equipment at each ESDC facility.

10. Deliverables, Milestones and Schedule

Deliverables include:

- Deployed, configured, tested and fully operational newly-installed CCVE equipment
- Serial numbers of deployed DVR and cameras

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-
- Images and locations of the deployed DVR and cameras
 - Removal and shipping of legacy equipment to ESDC

Milestones include:

- Deployment schedule defined within one (1) month of contract award
- Initial site deployed within one (1) week of schedule defined
- 1/3 of sites deployed by **(TBD)**
- 2/3 of sites deployed by **(TBD)**
- All sites deployed by **(TBD)**

11. Work Locations

POSUI	Office Profile	Street Address	City	Province / Territory	Postal
5944	Abbotsford SCC	#100 - 32525 Simon Avenue	Abbotsford	British Columbia	V2T 6T6
4162	Brandon SCC	1530 12th Avenue	Brandon	Manitoba	R7A 6E2
4875	Brooks SCC	Cassils Plaza 608 2nd Street West	Brooks	Alberta	T1R 1A8
4358	Buffalo Narrows SCC	#4 - 1491 Pederson Avenue	Buffalo Narrows	Saskatchewan	S0M 0J0
4810	Calgary - East SCC	#116 - 5401 Temple Dr	Calgary	Alberta	T1Y3R7
4804	Calgary - North (Consolidated)	One Executive Place 1816 Crowchild Trail, NW	Calgary	Alberta	T2M 3Y7
4803	Calgary - Royal Vista	#350 - 15 Royal Vista Place NW	Calgary	Alberta	T3R 0P3
4602	Calgary - Sundance Passport Office	#120 - 23 Sunpark Drive SE	Calgary	Alberta	T2X 3V1
	Calgary Centre Integrated - Harry Hays 2nd Floor	Harry Hays Building #200 - 220 4th Avenue Southeast	Calgary	Alberta	T2G 4X3
	Calgary Centre Integrated - Harry Hays 4th Floor	Harry Hays Building #400 - 220 4th Avenue Southeast	Calgary	Alberta	T2G 4X3
4815	Cambridge Bay SCC	16 Mitik Street	Cambridge Bay	Nunavut	X0B 0C0
5920	Campbell River SCC	#101 - 950 Alder Street	Campbell River	British Columbia	V9W 2P8
4821	Camrose SCC	Federal Building 2nd Floor 4901 - 50 Avenue	Camrose	Alberta	T4V 0S2
4865	Canmore SCC	Canmore Gateway ShopsBldg C #113 - 802 Bow Valley Trail	Canmore	Alberta	T1W 1N6
5942	Chilliwack SCC	#100 - 9345 Main Street	Chilliwack	British Columbia	V2P 4M3
5921	Comox SCC	130 19 Street	Courtenay	British Columbia	V9N 8S1
5947	Coquitlam SCC	#100 - 2963 Glen Drive	Coquitlam	British Columbia	V3B 2P7
5918	Cowichan SCC	211 Jubilee Street	Duncan	British Columbia	V9L 1W8
5977	Cranbrook SCC	1113 Baker Street	Cranbrook	British Columbia	V1C 1A7
4137	Dauphin SCC	181 1st Avenue N.E.	Dauphin	Manitoba	R7N 1A6
5996	Dawson Creek SCC	#103 - 1508 102nd Avenue	Dawson Creek	British Columbia	V1G 2E2

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4754	Edmonton - Canada Place	Canada Place 1440 - 9700 Jasper Avenue, NW	Edmonton	Alberta	T5J 4C1
4752	Edmonton - Hermitage	Hermitage Square 12735 50th Street Northwest	Edmonton	Alberta	T5A 4L8
4820	Edmonton - Millbourne SCC	148 Millbourne Market Mall 38 Avenue & Millwoods Road	Edmonton	Alberta	T6K 3L6
4753	Edmonton - Westlink	100 - 16826 - 107 Avenue	Edmonton	Alberta	T5P 4C3
4818	Edson SCC	4905 - 4 Avenue	Edson	Alberta	T7E 1T1
4401	Estevan SCC	#10 - 419 Kensington Ave. Box 1654	Estevan	Saskatchewan	S4A 1C8
4235	Flin Flon SCC	Government of Canada Building 111 Main Street	Flin Flon	Manitoba	R8A 1J9
4825	Fort McMurray SCC	#107 - 8530 Manning Ave	Fort McMurray	Alberta	T9H 5G2
4904	Fort Simpson SCC	Federal Building 9606 - 100th Street	Fort Simpson	Northern Territory	X0E 0N0
4905	Fort Smith SCC	Federal Building 149 McDougal Road	Fort Smith	Northern Territory	X0E 0P0
4819	Grande Prairie SCC	#101 - 11601 101st Ave.	Grande Prairie	Alberta	T8V 3X9
4906	Hay River SCC	#204 - 41 Capital Drive	Hay River	Northern Territory	X0E 1G2
4907	Inuvik SCC	Blackstone Building 85 Kingmingya Road	Inuvik	Northern Territory	X0E 0T0
4936	Iqaluit SCC	Qilaut Building 933 Mivvik St	Iqaluit	Nunavut	X0A 0H0
5986	Kamloops - 520 Seymour Street SCC	520 Seymour Street	Kamloops	British Columbia	V2C 2G9
5004	Kelowna Passport	Capri Centre #110 - 1835 Gordon Drive	Kelowna	British Columbia	V1Y 3H4
5987	Kelowna SCC	#106 - 471 Queensway Avenue	Kelowna	British Columbia	V1Y 6S5
4355	La Ronge SCC	503 La Ronge Avenue	La Ronge	Saskatchewan	SOJ 1LO
5952	Langley SCC	#102 - 8747 204th Street	Langley	British Columbia	V1M 2Y5
	Langley Warehouse (CFOB)	#B108 - 9355 198 Street	Langley	British Columbia	V1H 3J9
4860	Lethbridge SCC	Crowsnest Trail Plaza #101 - 920 - 2A Avenue	Lethbridge	Alberta	T1H 0E3
4862	Lloydminster SCC	4114 - 70 Avenue	Lloydminster	Alberta	T9V 2X3

4807	Medicine Hat SCC	78 8th Street North WestMain Floor	Medicine Hat	Alberta	T1A 6P1
4334	Melfort SCC	104 McKendry Plaza	Melfort	Saskatchewan	S0E 1A0
4316	Moose Jaw SCC	Victoria Place 501 - 111 Fairford Street, E	Moose Jaw	Saskatchewan	S6H 7X5
4113	Morden SCC	Government of Canada Building 158 Stephen Street	Morden	Manitoba	R6M 1T3
5988	Nanaimo SCC	#201 - 60 Front Street	Nanaimo	British Columbia	V9R 5H7
5972	Nelson SCC	Chahko Mika Mall 1125 Lakeside Drive	Nelson	British Columbia	V1L 5Z3
5940	New Westminster SCC	#201 - 620 Royal Avenue	New Westminster	British Columbia	V3M 1J2
4304	North Battleford SCC	1401-101 Street	North Battleford	Saskatchewan	S9A 1A1
5911	North Shore SCC	#100 - 221 Esplanade, W	North Vancouver	British Columbia	V7M 3N7
4152	Notre-Dame-de-Lourdes SCC	51 Rue Rodgers	Notre-Dame-de- Lourdes	Manitoba	R0G 1M0
5978	Penticton SCC	#101 - 386 Ellis Street	Penticton	British Columbia	V2A 8C9
4114	Portage la Prairie SCC	Government of Canada Building 1016 Saskatchewan Avenue East, Unit 2	Portage la Prairie	Manitoba	R1N 3V2
5913	Powell River SCC	#A - 7061 Duncan Street	Powell River	British Columbia	V8A 1W1
4306	Prince Albert SCC	South Hill Mall 2995 - 2nd Avenue West	Prince Albert	Saskatchewan	S6V 5V5
5991	Prince Rupert SCC	#100 - 215 3rd Street	Prince Rupert	British Columbia	V8J 3J9
5424	Quesnel SCC	283 Reid Street, E	Quesnel	British Columbia	V2J 2M1
4929	Rankin Inlet SCC	NTI Building 164-1 Mivvik Street	Rankin Inlet	Nunavut	X0C 0G0
4808	Red Deer SCC	#101 - 4901 46th Street	Red Deer	Alberta	T4N 1N2
4301	Regina - Service Canada/Passport	1870 Albert Street, Suite 500	Regina	Saskatchewan	S4P 4B7
5003	Richmond - Passport	#310 - 5611 Cooney Road	Richmond	British Columbia	V6X 3J6
5150	Ridge Meadows SCC	#5304 - 22325 Lougheed Highway	Maple Ridge	British Columbia	V2X 2T3
5351	Salmon Arm SCC	191 Shuswap Street NW, Floor 1	Salmon Arm	British Columbia	V1E 4P6
4318	Saskatoon - SCC (4422)	Market Mall-Unit #120 - 2325 Preston Avenue	Saskatoon	Saskatchewan	S7J 2G1
4234	Selkirk SCC	Government of Canada Building 51 Main Street	Selkirk	Manitoba	R1A 1P9

4750	Slave Lake SCC	Sawridge Plaza Unit 8 - 100 Main Street South	Slave Lake	Alberta	T0G 2A0
5426	Smithers SCC	1020 Murray Street	Smithers	British Columbia	V0J 2N0
5825	Squamish SCC	1440 Winnipeg Street	Squamish	British Columbia	V8B 0B2
4824	St. Paul SCC	4807 - 50 Avenue	St. Paul	Alberta	T0A 3A0
4233	Steinbach SCC	North, 2 Provincial Trunk Hwy 12 Unit 5	Steinbach	Manitoba	R5G 1Z2
5851	Surrey - North	Discovery Place 13889 104th Avenue	Surrey	British Columbia	V3T 1W8
5002	Surrey - Passport	Central City Shopping Centre #1109 - 10153 King George Blvd	Surrey	British Columbia	V3T 2W1
5852	Surrey - South	Sullivan Square #103 - 15295 Highway 10	Surrey	British Columbia	V3S 0X9
4138	Swan River SCC	Service Canada Building 1- 355 Kelsey Trail	Swan River	Manitoba	R0L 1Z0
4341	Swift Current SCC	Chinook Building 250 Central Avenue, N	Swift Current	Saskatchewan	S9H 0L2
5962	Terrace SCC	4630 Lazelle Avenue	Terrace	British Columbia	V8G 1S6
4209	The Pas SCC	Uptown Mall 333 Edwards Ave PO Box 660	The Pas	Manitoba	R9A 1K7
4236	Thompson SCC	Service Canada Building 40B Moak Crescent	Thompson	Manitoba	R8N 2B7
5973	Trail SCC	#101 - 1101 Dewdney Avenue	Trail	British Columbia	V1R 4T1
5922	Vancouver - East SCC	1420 Kingsway Street	Vancouver	British Columbia	V5N 2R5
5908	Vancouver - Sinclair Centre SCC	Sinclair Centre #125 - 757 West Hastings Street	Vancouver	British Columbia	V6C 1A1
5823	Vancouver - West Broadway SCC	1263 West Broadway	Vancouver	British Columbia	V6H 1G7
5439	Vanderhoof SCC	189 East Stewart Street	Vanderhoof	British Columbia	V0J 3A0
5979	Vernon SCC	#101 - 3301 30th Avenue	Vernon	British Columbia	V1T 2C9
	Victoria - 1405 Douglas Street	1405 Douglas Street	Victoria	British Columbia	V8W 2G2
	Victoria - Fort Street	#301 - 754 Fort Street	Victoria	British Columbia	V8W 1H2
5727	Victoria - West Shore SCC	3179 Jacklin Road	Colwood	British Columbia	V9B 3Y7

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4344	Weyburn SCC	Weyburn Square 110 Souris Avenue	Weyburn	Saskatchewan	S4H 2Z8
5965	Whitehorse SCC	Elijah Smith Building #125 - 300 Main Street	Whitehorse	Yukon	Y1A 2B5
5992	Williams Lake SCC	79 4th Ave South	Williams Lake	British Columbia	V2G 1J6
4123	Winnipeg - Centre SCC	Portage Place Mall #122 - 393 Portage Avenue	Winnipeg	Manitoba	R3B 3H6
4117	Winnipeg - North East SCC	Rivergrove Shopping Centre 2599 Main Street	Winnipeg	Manitoba	R2V 4W3
4000	Winnipeg - Passport	#400 433 Main Street	Winnipeg	Manitoba	R3B 1B3
4122	Winnipeg - Southwest SCC	Crestview Shopping Centre #140 - 3393 Portage Avenue	Winnipeg	Manitoba	R3K 2G7
4118	Winnipeg - Taylor SCC	1450 Taylor Ave	Winnipeg	Manitoba	R2M 3S4
4901	Yellowknife SCC	Greenstone Building 5101 - 50 Avenue	Yellowknife	Northern Territory	X1A 3Z4
4388	Yorkton SCC	Imperial Plaza 214 Smith Street East	Yorkton	Saskatchewan	S3N 3S6

ANNEX "B"

BASIS OF PAYMENT

- Prices are firm and are in Canadian Dollars
- Prices must include the complete cost of performing the work. This includes, but is not limited to, labour, supervision, material, transportation, equipment, overhead, profit and all related costs.
- Prices do not include GST, however GST will be added as a separate item, if applicable, on any invoice issued as a result of a Contract.
- For work carried over to subsequent days, accommodations will be reimbursed as per Travel Directive Policy. The current Travel Directive Policy is available at: <http://www.njc-cnm.gc.ca/directive/d10/en>.

Office Profile	Street Address	City	Province / Territory	Postal	Price for Site
Abbotsford SCC	#100 - 32525 Simon Avenue	Abbotsford	British Columbia	V2T 6T6	\$
Brandon SCC	1530 12th Avenue	Brandon	Manitoba	R7A 6E2	\$
Brooks SCC	Cassils Plaza 608 2nd Street West	Brooks	Alberta	T1R 1A8	\$
Buffalo Narrows SCC	#4 - 1491 Pederson Avenue	Buffalo Narrows	Saskatchewan	S0M 0J0	\$
Calgary - East SCC	#116 - 5401 Temple Dr	Calgary	Alberta	T1Y3R7	\$
Calgary - North (Consolidated)	One Executive Place 1816 Crowchild Trail, NW	Calgary	Alberta	T2M 3Y7	\$
Calgary - Royal Vista	#350 - 15 Royal Vista Place NW	Calgary	Alberta	T3R 0P3	\$
Calgary - Sundance Passport Office	#120 - 23 Sunpark Drive SE	Calgary	Alberta	T2X 3V1	\$
Calgary Centre Integrated - Harry Hays 2nd Floor	Harry Hays Building #200 - 220 4th Avenue Southeast	Calgary	Alberta	T2G 4X3	\$
Calgary Centre Integrated - Harry Hays 4th Floor	Harry Hays Building #400 - 220 4th Avenue Southeast	Calgary	Alberta	T2G 4X3	\$
Cambridge Bay SCC	16 Mitik Street	Cambridge Bay	Nunavut	X0B 0C0	\$
Campbell River SCC	#101 - 950 Alder Street	Campbell River	British Columbia	V9W 2P8	\$
Camrose SCC	Federal Building 2nd Floor 4901 - 50 Avenue	Camrose	Alberta	T4V 0S2	\$

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Canmore SCC	Canmore Gateway ShopsBldg C #113 - 802 Bow Valley Trail	Canmore	Alberta	T1W 1N6	\$
Chilliwack SCC	#100 - 9345 Main Street	Chilliwack	British Columbia	V2P 4M3	\$
Comox SCC	130 19 Street	Courtenay	British Columbia	V9N 8S1	\$
Coquitlam SCC	#100 - 2963 Glen Drive	Coquitlam	British Columbia	V3B 2P7	\$
Cowichan SCC	211 Jubilee Street	Duncan	British Columbia	V9L 1W8	\$
Cranbrook SCC	1113 Baker Street	Cranbrook	British Columbia	V1C 1A7	\$
Dauphin SCC	181 1st Avenue N.E.	Dauphin	Manitoba	R7N 1A6	\$
Dawson Creek SCC	#103 - 1508 102nd Avenue	Dawson Creek	British Columbia	V1G 2E2	\$
Edmonton - Canada Place	Canada Place 1440 - 9700 Jasper Avenue, NW	Edmonton	Alberta	T5J 4C1	\$
Edmonton - Hermitage	Hermitage Square 12735 50th Street Northwest	Edmonton	Alberta	T5A 4L8	\$
Edmonton - Millbourne SCC	148 Millbourne Market Mall 38 Avenue & Millwoods Road	Edmonton	Alberta	T6K 3L6	\$
Edmonton - Westlink	100 - 16826 - 107 Avenue	Edmonton	Alberta	T5P 4C3	\$
Edson SCC	4905 - 4 Avenue	Edson	Alberta	T7E 1T1	\$
Estevan SCC	#10 - 419 Kensington Ave. Box 1654	Estevan	Saskatchewan	S4A 1C8	\$
Flin Flon SCC	Government of Canada Building 111 Main Street	Flin Flon	Manitoba	R8A 1J9	\$
Fort McMurray SCC	#107 - 8530 Manning Ave	Fort McMurray	Alberta	T9H 5G2	\$
Fort Simpson SCC	Federal Building 9606 - 100th Street	Fort Simpson	Northern Territory	X0E 0N0	\$
Fort Smith SCC	Federal Building 149 McDougal Road	Fort Smith	Northern Territory	X0E 0P0	\$
Grande Prairie SCC	#101 - 11601 101st Ave.	Grande Prairie	Alberta	T8V 3X9	\$
Hay River SCC	#204 - 41 Capital Drive	Hay River	Northern Territory	X0E 1G2	\$
Inuvik SCC	Blackstone Building 85 Kingmingya Road	Inuvik	Northern Territory	X0E 0T0	\$

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Iqaluit SCC	Qilaut Building 933 Mivvik St	Iqaluit	Nunavut	X0A 0H0	\$
Kamloops - 520 Seymour Street SCC	520 Seymour Street	Kamloops	British Columbia	V2C 2G9	\$
Kelowna Passport	Capri Centre #110 - 1835 Gordon Drive	Kelowna	British Columbia	V1Y 3H4	\$
Kelowna SCC	#106 - 471 Queensway Avenue	Kelowna	British Columbia	V1Y 6S5	\$
La Ronge SCC	503 La Ronge Avenue	La Ronge	Saskatchewan	SOJ 1LO	\$
Langley SCC	#102 - 8747 204th Street	Langley	British Columbia	V1M 2Y5	\$
Langley Warehouse (CFOB)	#B108 - 9355 198 Street	Langley	British Columbia	V1H 3J9	\$
Lethbridge SCC	Crowsnest Trail Plaza #101 - 920 - 2A Avenue	Lethbridge	Alberta	T1H 0E3	\$
Lloydminster SCC	4114 – 70 Avenue	Lloydminster	Alberta	T9V 2X3	\$
Medicine Hat SCC	78 8th Street North WestMain Floor	Medicine Hat	Alberta	T1A 6P1	\$
Melfort SCC	104 McKendry Plaza	Melfort	Saskatchewan	S0E 1A0	\$
Moose Jaw SCC	Victoria Place 501 - 111 Fairford Street, E	Moose Jaw	Saskatchewan	S6H 7X5	\$
Morden SCC	Government of Canada Building 158 Stephen Street	Morden	Manitoba	R6M 1T3	\$
Nanaimo SCC	#201 - 60 Front Street	Nanaimo	British Columbia	V9R 5H7	\$
Nelson SCC	Chahko Mika Mall 1125 Lakeside Drive	Nelson	British Columbia	V1L 5Z3	\$
New Westminster SCC	#201 - 620 Royal Avenue	New Westminster	British Columbia	V3M 1J2	\$
North Battleford SCC	1401-101 Street	North Battleford	Saskatchewan	S9A 1A1	\$
North Shore SCC	#100 - 221 Esplanade, W	North Vancouver	British Columbia	V7M 3N7	\$
Notre-Dame-de- Lourdes SCC	51 Rue Rodgers	Notre-Dame-de- Lourdes	Manitoba	R0G 1M0	\$
Penticton SCC	#101 - 386 Ellis Street	Penticton	British Columbia	V2A 8C9	\$
Portage la Prairie SCC	Government of Canada Building 1016	Portage la Prairie	Manitoba	R1N 3V2	\$

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	Saskatchewan Avenue East, Unit 2				
Powell River SCC	#A - 7061 Duncan Street	Powell River	British Columbia	V8A 1W1	\$
Prince Albert SCC	South Hill Mall 2995 - 2nd Avenue West	Prince Albert	Saskatchewan	S6V 5V5	\$
Prince Rupert SCC	#100 - 215 3rd Street	Prince Rupert	British Columbia	V8J 3J9	\$
Quesnel SCC	283 Reid Street, E	Quesnel	British Columbia	V2J 2M1	\$
Rankin Inlet SCC	NTI Building 164-1 Mivvik Street	Rankin Inlet	Nunavut	X0C 0G0	\$
Red Deer SCC	#101 - 4901 46th Street	Red Deer	Alberta	T4N 1N2	\$
Regina - Service Canada/Passport	1870 Albert Street, Suite 500	Regina	Saskatchewan	S4P 4B7	\$
Richmond - Passport	#310 - 5611 Cooney Road	Richmond	British Columbia	V6X 3J6	\$
Ridge Meadows SCC	#5304 - 22325 Lougheed Highway	Maple Ridge	British Columbia	V2X 2T3	\$
Salmon Arm SCC	191 Shuswap Street NW, Floor 1	Salmon Arm	British Columbia	V1E 4P6	\$
Saskatoon - SCC (4422)	Market Mall-Unit #120 - 2325 Preston Avenue	Saskatoon	Saskatchewan	S7J 2G1	\$
Selkirk SCC	Government of Canada Building 51 Main Street	Selkirk	Manitoba	R1A 1P9	\$
Slave Lake SCC	Sawridge Plaza Unit 8 - 100 Main Street South	Slave Lake	Alberta	T0G 2A0	\$
Smithers SCC	1020 Murray Street	Smithers	British Columbia	V0J 2N0	\$
Squamish SCC	1440 Winnipeg Street	Squamish	British Columbia	V8B 0B2	\$
St. Paul SCC	4807 - 50 Avenue	St. Paul	Alberta	T0A 3A0	\$
Steinbach SCC	North, 2 Provincial Trunk Hwy 12 Unit 5	Steinbach	Manitoba	R5G 1Z2	\$
Surrey - North	Discovery Place 13889 104th Avenue	Surrey	British Columbia	V3T 1W8	\$
Surrey - Passport	Central City Shopping Centre #1109 - 10153 King George Blvd	Surrey	British Columbia	V3T 2W1	\$
Surrey - South	Sullivan Square #103 - 15295 Highway 10	Surrey	British Columbia	V3S 0X9	\$

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Swan River SCC	Service Canada Building 1- 355 Kelsey Trail	Swan River	Manitoba	R0L 1Z0	\$
Swift Current SCC	Chinook Building 250 Central Avenue, N	Swift Current	Saskatchewan	S9H 0L2	\$
Terrace SCC	4630 Lazelle Avenue	Terrace	British Columbia	V8G 1S6	\$
The Pas SCC	Uptown Mall 333 Edwards Ave PO Box 660	The Pas	Manitoba	R9A 1K7	\$
Thompson SCC	Service Canada Building 40B Moak Crescent	Thompson	Manitoba	R8N 2B7	\$
Trail SCC	#101 - 1101 Dewdney Avenue	Trail	British Columbia	V1R 4T1	\$
Vancouver - East SCC	1420 Kingsway Street	Vancouver	British Columbia	V5N 2R5	\$
Vancouver - Sinclair Centre SCC	Sinclair Centre #125 - 757 West Hastings Street	Vancouver	British Columbia	V6C 1A1	\$
Vancouver - West Broadway SCC	1263 West Broadway	Vancouver	British Columbia	V6H 1G7	\$
Vanderhoof SCC	189 East Stewart Street	Vanderhoof	British Columbia	V0J 3A0	\$
Vernon SCC	#101 - 3301 30th Avenue	Vernon	British Columbia	V1T 2C9	\$
Victoria - 1405 Douglas Street	1405 Douglas Street	Victoria	British Columbia	V8W 2G2	\$
Victoria - Fort Street	#301 - 754 Fort Street	Victoria	British Columbia	V8W 1H2	\$
Victoria - West Shore SCC	3179 Jacklin Road	Colwood	British Columbia	V9B 3Y7	\$
Weyburn SCC	Weyburn Square 110 Souris Avenue	Weyburn	Saskatchewan	S4H 2Z8	\$
Whitehorse SCC	Elijah Smith Building #125 - 300 Main Street	Whitehorse	Yukon	Y1A 2B5	\$
Williams Lake SCC	79 4th Ave South	Williams Lake	British Columbia	V2G 1J6	\$
Winnipeg - Centre SCC	Portage Place Mall #122 - 393 Portage Avenue	Winnipeg	Manitoba	R3B 3H6	\$
Winnipeg - North East SCC	Rivergrove Shopping Centre 2599 Main Street	Winnipeg	Manitoba	R2V 4W3	\$
Winnipeg - Passport	#400 433 Main Street	Winnipeg	Manitoba	R3B 1B3	\$

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Winnipeg - Southwest SCC	Crestview Shopping Centre #140 - 3393 Portage Avenue	Winnipeg	Manitoba	R3K 2G7	\$
Winnipeg - Taylor SCC	1450 Taylor Ave	Winnipeg	Manitoba	R2M 3S4	\$
Yellowknife SCC	Greenstone Building 5101 - 50 Avenue	Yellowknife	Northern Territory	X1A 3Z4	\$
Yorkton SCC	Imperial Plaza 214 Smith Street East	Yorkton	Saskatchewan	S3N 3S6	\$
Yellowknife SCC	Greenstone Building 5101 - 50 Avenue	Yellowknife	Northern Territory	X1A 3Z4	\$
Yorkton SCC	Imperial Plaza 214 Smith Street East	Yorkton	Saskatchewan	S3N 3S6	\$
Evaluated Bid Total					\$

ANNEX "C"

MANDATORY EVALUATION CRITERIA

1. A complete list of the mandatory evaluation criteria are detailed in the Compliance Matrix below.
2. Bids which fail to meet all of the mandatory evaluation criteria will be declared non-responsive.
3. Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they meet each mandatory evaluation criteria. Bidder should demonstrate their capability in a thorough, concise and clear manner.
4. 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 or stating, without any substantiating information, that a bidder is compliant will not be sufficient.
5. Substantiating information may include, but is not limited to, specification sheets, technical brochures, photographs or illustrations. If published supporting technical documentation is not available, the Bidder should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance. All substantiating information should be provided with the bid at solicitation closing date. It is the Bidders responsibility to ensure that the submitted supporting technical documentation provides detail to demonstrate that the proposed product(s) meet the requirements of the evaluation criteria.
6. If the supporting documentation referenced above has not been provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with the request of the Contracting Authority within that time period, will deem the bid non-responsive and the bid will be given no further consideration.
7. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present the topics in the order of the evaluation criteria, and include a grid in their proposal, containing the information which demonstrates how the bidder meets each evaluation criteria. Alternatively, and to avoid any duplication, bidders may also refer to the different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.
8. Bidders must address any concerns with the performance specifications in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal (RFP) document.

#	Mandatory Criteria	Page Number referenced in proposal	Met	Not Met
M1	As per the SRCL, all personnel assigned to the project must be in possession of a valid PSPC security clearance at the Reliability level. The bidder must provide the personnel's name and security clearance number at bid closing.			
M2	<p>The Bidder must have been in operation for a minimum of five (5) years within the last ten (10) years prior to the RFP closing date, providing repair and installation work on CCVE systems such as equipment testing, installation, operability, calibration, engineering, repair and life-cycle management services.</p> <p>In order to demonstrate this experience, the Bidder must provide the following for each project:</p> <p>The name of the client organization to whom the services were provided; The contracted start and end date of the services provided; A brief description of the services provided, and Client organization responsible Manager's name, title, email address and telephone number. It is the Bidder's responsibility to ensure that any information divulged has the permission of the references provided.</p>			
M3	<p>The Bidder's proposal must demonstrate it has sufficient resources to carry out the work detailed in the SOW. The technicians assigned to the project must each have a minimum of two (2) cumulative years of CCVE installation, repair and maintenance experience.</p> <p>To demonstrate compliance with M3, the Bidder should provide the following information for each technician identified:</p> <p>Full name of assigned resource Relevant work experience and the duration of each project, including start and end dates in months and years (e.g. January 2018 to January 2019 – 12 months) Client reference's name, position and contact information.</p>			

M4	<p>The bidder and the personnel assigned to this project must have proven working knowledge of and experience with Avigilon CCVE equipment and possess the appropriate manufacturer certification as an approved installer/technician.</p> <p>In order to demonstrate this experience, the Bidder must provide the following:</p> <p>Proof of certification for personnel assigned to the project Listing of past projects involving the installation, repair and maintenance of Avigilon equipment, including client name, date range of project duration, brief description of work undertaken and name of the client's Project Authority</p>			
M5	<p>The bidder must demonstrate experience in managing at least two contracts in the last three years* with a dollar value of \$200K minimum for the installation, repair and/or maintenance of CCVE equipment to either private sector clients, Federal Government of Canada, Provincial or Municipal Government.</p> <p>For each contract, the bidder must provide: Value of the contract Start date of the contract End date of the contract Scope of work performed Names of the federal, provincial or municipal government departments, where relevant Private sector's client name and client's Project Authority name and contact information, where relevant</p> <p><i>The bidder must complete Annex A to answer the evaluation criteria M5. All fields in the Annex A are mandatory.</i></p> <p>*Experience claimed from September 1, 2018 up to Bid Solicitation date will be accepted for evaluation criterion.</p>			
M6	<p>The Bidder must demonstrate that it has been performing Warranty services, including repair and replacement. Details of one (1) project that occurred within the last 3 years must be provided, including:</p> <p>Location of warranty service Name and contact information of Client Project Authority for verification of information Description of the work</p>			

POINT RATED TECHNICAL CRITERIA

Bids that meet all the mandatory criteria and will be evaluated and scored as specified in the table inserted below.

Bids that fail to obtain the required minimum number of points specified will be declared non-responsive. Each point rated technical criterion should be addressed separately.

Bidders must achieve at least 20 points for this rated criterion. Failure to achieve at least 20 points will result in the Bidder being found non-compliant. **The maximum points available are 30 and the minimum points required are 20.** Any proposal that fails to achieve the minimum points required will be considered non-compliant and will not receive further consideration.

	Point Rated Technical Criteria	Scoring	Max Pts	Points Awarded	Demonstrated experience
R1	<p>The Bidder should demonstrate that it has a Quality Control plan.</p> <p>The Bidder's proposal should provide complete details in demonstrating the quality control procedures that will be used to meet the requirements.</p> <p>The Quality Control plan should include each of the following:</p> <ul style="list-style-type: none">• Work coordination and assignment• Employee retention• Performance measurement	<p>Points will be allocated as follows for each element:</p> <p>0 points: Not mentioned or near absence of details presented</p> <p>5 points: Sufficient details presented</p> <p>10 points: Convincingly presented details</p>	30		

ANNEX “D” –INDIGENOUS OPPORTUNITY CONSIDERATIONS CRITERIA

Evaluation and Assessment of IOC Commitment

Bidders should provide a written plan of engagements, measures and proposed procedures to be taken to deliver on the Indigenous training, labour, subcontracting/supplier and office presence commitments made below.

Bidders may use the attached Commitment Tables to supplement their IOC submission.

Bidders that do not provide sufficient documentation to demonstrate how they will meet their commitment may be given 2 calendar days to provide additional supporting information. Bidders that fail to provide the additional information within the allotted time period will receive a score of 0 regardless of the commitment made under the respective criterion and will not be eligible for an incentive. Conversely, one cannot change their commitments by providing additional information.

Canada reserves the right to verify any information provided in the IOC and that untrue statements may result in the tender being declared non-responsive.

Below are examples of what a bidder may provide to demonstrate their commitments. Note, this is not an exhaustive list, bidders are responsible for providing sufficient detail to support the plan outlined and the commitments made. Points will not be assigned for unsupported commitments.

SUPPORTING DOCUMENTATION

Head Office / Office Presence

- Bidders to demonstrate the existence of head offices, staffed administrative offices or other staffed facilities in the area of the CLCA.
- Describe the nature of the firm's presence in the area of the CLCA and how it demonstrates progress towards, and maintenance of, commitments made in the bidder's IOC proposal.
- Include the number of years in existence, number of full-time and part-time employees and the nature of the work performed at that location.

Training

- details on the type of training being offered and how it is relevant to the procurement;
- Identify the skills the training will develop;
- Anticipated duration of training;
- the number of Indigenous people to be trained;
- the type and level of accreditation being targeted? Certification, diploma, apprenticeship, designation, etc.;
- identify what the “on-the-job-training” will consist of, the category of work and estimated number of hours;
- Identify any anticipated progression of training (ex. Start/end apprenticeship level); and
- additional details if any new capabilities will be developed.

Labour

- list of specific positions, categories, overall percentage of labour, labour hours and the total project hours that may or will be staffed by on-site Indigenous people;
- names of individuals or companies contacted and the nature of the undertakings;
- details on the work to be carried out for each position proposed to be filled by Indigenous people;

- strategies for recruitment of Indigenous people;
- strategies for retention of Indigenous people for long-term, multi-year projects;
- strategies for succession planning; and
- strategies for staff management.

Subcontracting/suppliers

- names of companies contacted and the natures of the undertakings;
- list of specific Indigenous businesses that will be subcontractors/suppliers;
- the type of work to be carried out by Indigenous businesses; and
- how Indigenous Firms will be managed from developing sources of supply to administration

URL links to websites will not be considered.

NOTE: Percentages should be supported by a list of specific subcontractor/suppliers that can be confirmed as Indigenous subcontractors/suppliers. Verification of Indigenous businesses will be made through:

- Indigenous Business Directory: http://www.ic.gc.ca/eic/site/ccc_bt-rec_ec.nsf/eng/h_00011.html; and/or
- Supplier Registration Information: <https://srisupplier.contractsCanada.gc.ca/>; and/or
- In accordance with the Supply Manual Chapter 9.35.60 Business Directories / Lists.

INDIGENOUS OPPORTUNITY CONSIDERATIONS CRITERIA

ITEM	BID CRITERIA	Available Points
1.0	This procurement is subject to the The Nunavut Land Claims Agreement, the Inuvialuit Final Agreement, the Gwich'in Comprehensive Land Claim Agreement, the Kwanlin Dun First Nation Final Agreement, the Ta'an Kwach'an Council Final Agreement and the Tlicho Land Claims Agreement. Canada reserves the right to confirm validity of all declarations / commitments.	
1.1	<p>HEAD OFFICE</p> <p>Bidders are requested to demonstrate the existence of the bidders head offices, staffed administrative offices or other staffed facilities in the CLCA.</p> <p>Points will be assigned as follows, to a maximum of 5 points:</p> <ol style="list-style-type: none"> 1. Head Offices (2 pts) 2. Staffed Administrative Offices (2 pts) 3. Other Staffed Facilities (1 pts) 	/5
1.2	<p>LABOUR</p> <p>Bidder will be evaluated on their firm commitment to use Indigenous people from the CLCA in carrying out the work. The percentages identified below relate specifically to labour hours regardless of whether they are Prime Contractor staff and/or subcontractor staff.</p> <p>Percentages should be supported by a list of specific positions, categories, overall percentage of labour, labour hours and the total project hours that may or will be staffed by Indigenous people. On-site Indigenous employment will be confirmed during activities based on supporting documentation provided by the Contractor and Departmental Representative, if applicable.</p> <p>Indigenous people from within the CLCA must meet the following criteria:</p> <ol style="list-style-type: none"> 1. An Indigenous individual who is working on-site performing services related to the project for a contractor, subcontractor or supplier. 2. The individual must live within the CLCA. Proof of residency may be requested (Driver's Licence, Territorial Health Card). <p>Bidders should provide their commitment of Indigenous Subcontractors in accordance with the following:</p> <p>Total No. of Indigenous Employee Hours for This Contract: _____ hrs (a) + Total on and off-site non-Indigenous Employee Hours for This Contract: _____ hrs (b) = Total Employee Hours (Indigenous and non-Indigenous) for This Contract: _____ hrs (c)</p> <p>(a) / (c) = % Commitment (d)</p> <p>0-100% of total on-site labour hours = 0-40 points. Points will be assigned based on a percentage % of the total points available: ____ (d) % x total points available</p>	/40

	<div>Example: Bidder commitments 65% of labour hours will be Indigenous = 65% of total points (30) 65% x 30 = 19.5 points</div> <div>NOTE: Bidder must demonstrate how they will meet their Labour %. Simply indicating a “%” commitment is not sufficient to achieve points.</div>	
3.3	<div>SUBCONTRACTORS/ SUPPLIERS</div> <div>Bidders will be evaluated on their firm commitment to use Indigenous subcontractors for services or the procurement of supplies and equipment from Indigenous owned businesses from the CLCA applicable to the Contract.</div> <div>Indigenous Subcontractors / Suppliers from the area of the contract are defined as:</div> <div><div><div>1. An enterprise that is a sole proprietorship, limited company, co-operative, or not-for-profit organization in which Indigenous persons have majority ownership and control (according to the percentage defined in the CLCA obligations); or a joint venture or consortium in which an Indigenous business or businesses as defined above have at least 51 percent ownership and control.</div><div>2. The Supplier must have a staffed office or facility within the CLCA or the head office of the Indigenous group that holds the majority ownership must be located within the.</div><div>3. The prime contractor/subcontractor/supplier must be the firm to perform the work/supply the goods/services/materials. Brokerage type/commission based transactions may not be wholly eligible for Indigenous Subcontracting/Suppliers points at the time of commitment or achievement. This includes facilitators/expeditors/licensed distributors/travel agencies etc., in this case, only the fees/mark-up will be eligible, unless the contractor can demonstrate that the final good(s) or service(s) was also provided by an Inuit subcontractor/supplier. If a commitment is accepted at time of contract award, but is later determined to be a brokerage type/commission based transaction, it may not be counted towards contractors’ achievements and may result in the contractor being subject to a deduction.</div></div><div><div>○ Example: If a contractor hires an Inuit owned travel agency to book flights, unless the flights are also booked with an Inuit owned airline, only the value paid directly to the travel agency will count towards the contractor’s commitment.</div></div></div> <div>Bidders should provide their commitment of Indigenous Subcontractors in accordance with the following:</div> <div><div>Value of Indigenous Contracting (contractor/subcontractor or supplier):</div><div>\$_____ (a)</div><div>+</div><div>Value of Non-Indigenous Contracting (contractor/subcontractor or supplier):</div><div>\$_____ (b)</div><div>=</div><div>Estimated value of Contract (must equal total bid price):</div><div>\$_____ (c)</div></div> <div>(a) / (c) = % Commitment (d)</div>	/40

	<p>Points will be assigned based on a percentage of the total points available:</p> <p>(d) x 40 (available points) = assigned points</p> <div><p><i>Example:</i></p><table><tr><td>Value of Indigenous sub-contracting:</td><td>\$ 55,000 (a)</td></tr><tr><td>Value of Non-Indigenous sub-contracting:</td><td>\$ 45,000 (b)</td></tr><tr><td>Estimated value of Contract:</td><td>\$100,000 (c)</td></tr></table><p>$\\$55,000 / \\$100,000 = .55$</p><p>$55\% \times 40 = 22 \text{ assigned points}$</p></div> <p>NOTE:</p> <p>Bidder must demonstrate how they will meet their Subcontractors/Suppliers %. Simply indicating a “%” commitment is not sufficient to achieve points.</p>	Value of Indigenous sub-contracting:	\$ 55,000 (a)	Value of Non-Indigenous sub-contracting:	\$ 45,000 (b)	Estimated value of Contract:	\$100,000 (c)							
Value of Indigenous sub-contracting:	\$ 55,000 (a)													
Value of Non-Indigenous sub-contracting:	\$ 45,000 (b)													
Estimated value of Contract:	\$100,000 (c)													
3.4	<p>TRAINING</p> <p>Bidders will be evaluated on their undertaking of a commitment with respect to delivery of on-the-job training and apprenticeship programs for Indigenous people from the CLCA at no additional cost under this Contract.</p> <ul style="list-style-type: none">• “Training and Apprenticeship” is considered delivered when the receiving individuals have acquired certifiable work skills. This is typically achieved through an independent third party certification process.• Indigenous Participation in training programs that are included in the scope of the contract are not eligible for consideration.• Bidder is to identify what “on-the-job-training” will consist of, the category of work, estimated number of hours and number of persons to be trained. Contractors that exceed their on-the-job training commitment will <u>only</u> be eligible for an incentive if the increase in hours is the result of hiring additional personnel. <p>To establish the training score, each responsive bid will be prorated against the bidder proposing the highest number of total Indigenous training hours, with the proposal committing to the highest number of training hours receiving full points.</p> <table><tr><td></td><td>Bidder 1</td><td>Bidder 2</td><td>Bidder 3</td></tr><tr><td>Total number of Indigenous training hours proposed</td><td>20 hours</td><td>35 hours</td><td>60 hours</td></tr><tr><td>Calculation of points</td><td>20/60 = 33% of total points available</td><td>35/60 = 58% of total points available</td><td>60/60 = 100 % of total points available</td></tr></table>		Bidder 1	Bidder 2	Bidder 3	Total number of Indigenous training hours proposed	20 hours	35 hours	60 hours	Calculation of points	20/60 = 33% of total points available	35/60 = 58% of total points available	60/60 = 100 % of total points available	/15
	Bidder 1	Bidder 2	Bidder 3											
Total number of Indigenous training hours proposed	20 hours	35 hours	60 hours											
Calculation of points	20/60 = 33% of total points available	35/60 = 58% of total points available	60/60 = 100 % of total points available											
	TOTAL POINTS AVAILABLE	/100												

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PART B - BIDDER COMMITMENT

1. At time of bid submission - The Commitment and Achievement tables may be used by bidders to submit their proposal.
2. Successful bidders that do not make IOC commitments in their bid will be ineligible to be assessed for an incentive in that category at the end of the contract. Bidders take note that a 0% commitment is considered to be no commitment.
3. Canada reserves the right to verify any information provided in the IOC and that untrue statements may result in the tender being declared non-responsive.
4. For follow-up purposes, the communities may receive copies of the contractors Indigenous Opportunity Considerations and periodically receive performance monitoring results.

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PART C - CONTRACTOR ACHIEVEMENT REPORTING AND CERTIFICATION

1. For the successful Contractor only - If an IOC commitment is provided as part of the bid, the successful Contractor must provide a summary of activities undertaken to meet the commitments made as part of the IOC portion of their bid. The Commitment and Achievement tables must be completed with supporting information (such as invoices, work logs, payroll receipts, etc.) by the contractor on a at end of contract / prior to final payment.
2. The contractor must indicate if any objectives were not met *and* identify why not.
3. Canada reserves the right to verify any information provided in the IOC.
4. The IOC Certification and IOC Achievement Reports must be submitted prior to final payment with details how the Contractor met its IOC commitment.
5. For follow-up purposes, the communities may receive copies of the Contractor's Indigenous Opportunity Considerations and periodically receive performance monitoring results.

Return Reports to:

Contracting Authority Name: Andrea Major
Email: andrea.major@pwgsc-tpsgc.gc.ca

Contractor Certification

INDIGENOUS OPPORTUNITY CONSIDERATIONS ACHIEVEMENT CERTIFICATION:

PRINT NAME	SIGNATURE	DATE
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The Contractor certifies the information contained in the **ACHIEVEMENT TABLES** is accurate and complete.

COMMITMENT AND ACHIEVEMENT TABLES – TO BE USED AT TIME OF BID AND END OF CONTRACT

At time of bid submission, the following tables may be used by bidders as part of their bid.

At the end of the contract, the Contractor may also use the following tables to outline their achievements.

TABLE 1 – Head Office

Provide Current Business address			
Demonstrate the existence of head offices, staffed administrative offices or other staffed facilities in the CLCA.			
Home office:			
	Address	City, Province / Territory	Postal Code
Administrative office(s):			
	Address	City, Province / Territory	Postal Code
Staffed facility(ies):			
	Address	City, Province / Territory	Postal Code

TABLE 2 –Indigenous Labour

Total No. of Indigenous Employee Hours for This Contract _____ =
_____ %
Total Employee Hours (Indigenous and non-Indigenous) for This Contract

Name & Position Title (Provide name(s) where possible) Include the # of hours, categories, overall percentage of Indigenous labour, non-Indigenous labour hours and the total project hours. NOTE: It is not necessary to identify non-Indigenous employees by name and position.	Indigenous Employee Hours	non-Indigenous Employee Hours
Total Indigenous and non-Indigenous Employee Hours:		

TABLE 3 – Indigenous Sub-Contracting/Suppliers

Total Cost for Indigenous Subcontracting/Suppliers for This Contract = _____ %
Total Value of the Bid Final Contract Value (including amendments TBD)

NOTE: only subcontractors and suppliers that can be confirmed as Indigenous businesses with a staffed office or facility within the CLCA will be included in the calculations. Verification of Indigenous businesses will be made in accordance with 3.4 Subcontractors/Suppliers.

Company Name	Description of Work	Value of Subcontract or Supplies / Services	Indigenous Company	Non-Indigenous Company
			<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes	<input type="checkbox"/> Yes

TABLE 4 – Indigenous Training

Position / Title (Provide name(s) where possible)	Certification / Type of Training	Number of Indigenous people trained	Indigenous Training Hours
Include type of training and hours of training			

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cal141
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ANNEX "E"

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 ESDC		2. Branch or Directorate / Direction générale ou Direction ISB	
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 Installation of purchased CCVE equipment at ESDC sites, including removal of old/disfunctional equipment, testing/configuring/ensuring operability of newly-installed equipment.			
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 <input type="checkbox"/> Yes Non 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 <input type="checkbox"/> Yes Non 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 <input type="checkbox"/> Yes Non 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 <input checked="" type="checkbox"/> Yes Non 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 <input type="checkbox"/> Yes Non Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input 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 type="checkbox"/>		NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	
PROTECTED B PROTÉGÉ B <input type="checkbox"/>		NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	
PROTECTED C PROTÉGÉ C <input type="checkbox"/>		NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>		NATO SECRET NATO SECRET <input type="checkbox"/>	
SECRET SECRET <input type="checkbox"/>		COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	
TOP SECRET TRÈS SECRET <input type="checkbox"/>			
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>			
		PROTECTED A PROTÉGÉ A <input type="checkbox"/>	
		PROTECTED B PROTÉGÉ B <input type="checkbox"/>	
		PROTECTED C PROTÉGÉ C <input type="checkbox"/>	
		CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	
		SECRET SECRET <input type="checkbox"/>	
		TOP SECRET TRÈS SECRET <input type="checkbox"/>	
		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>	



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 ☐ Yes
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?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes
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

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

Special comments:
Commentaires spéciaux : Vendor's personnel are to be escorted at all times while at ESDC's secure spaces

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

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes
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?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui
11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes
Non Oui

PRODUCTION

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

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No ☐ Yes
Non Oui



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

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

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

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRES SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÉS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRES 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).

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ANNEX “F” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts 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).

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)

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ANNEX "H"

TASK AUTHORIZATION FORM 572

Task Authorization Autorisation de tâche

Instruction for completing the form PWGSC - TPSGC 572 - Task Authorization
(Use form DND 626 for contracts for the Department of National Defence)

Instruction pour compléter le formulaire PWGSC - TPSGC 572 - Autorisation de tâche
(Utiliser le formulaire DND 626 pour les contrats pour le ministère de la Défense)

Contract Number

Enter the PWGSC contract number.

Numéro du contrat

Inscrire le numéro du contrat de TPSGC.

Contractor's Name and Address

Enter the applicable information

Nom et adresse de l'entrepreneur

Inscrire les informations pertinentes

Security Requirements

Enter the applicable requirements

Exigences relatives à la sécurité

Inscrire les exigences pertinentes

Total estimated cost of Task (Applicable taxes extra)

Enter the amount

Coût total estimatif de la tâche (Taxes applicables en sus)

Inscrire le montant

For revision only

Aux fins de révision seulement

TA Revision Number

Enter the revision number to the task, if applicable.

Numéro de la révision de l'AT

Inscrire le numéro de révision de la tâche, s'il y a lieu.

Total Estimated Cost of Task (Applicable taxes extra) before the revision

Enter the amount of the task indicated in the authorized TA or, if the task was previously revised, in the last TA revision.

Coût total estimatif de la tâche (Taxes applicables en sus) avant la révision

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.

Increase or Decrease (Applicable taxes extra), as applicable

As applicable, enter the amount of the increase or decrease to the Total Estimated Cost of Task (Applicable taxes extra) before the revision.

Augmentation ou réduction (Taxes applicables en sus), s'il y a lieu

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.

1. Required Work: Complete sections A, B, C, and D, as required.

1. Travaux requis : Remplir les sections A, B, C et D, au besoin.

A. Task Description of the Work required:

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).

A. Description de tâche des travaux requis :

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