



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

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

1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
Halifax
Nova Scotia
B3J 1T3
Bid Fax: (902) 496-5016

**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

Title - Sujet Lockers for Bedford Row Fit-Up Proj Lockers for Bedford Row Fit-Up Project	
Solicitation No. - N° de l'invitation EB129-230099/A	Date 2022-09-12
Client Reference No. - N° de référence du client EB129-23-0099	
GETS Reference No. - N° de référence de SEAG PW-\$HAL-417-11572	
File No. - N° de dossier HAL-2-89018 (417)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Atlantic Daylight Saving Time ADT on - le 2022-09-29 Heure Avancée de l'Atlantique HAA	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Clow, Justin	Buyer Id - Id de l'acheteur hal417
Telephone No. - N° de téléphone (902) 111-1111 ()	FAX No. - N° de FAX (902) 496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: PWGSC/TPSGC DOMINION PUBLIC BUILDING FLOORS 4,5,6,7 1713 BEDFORD ROW HALIFAX NOVA SCOTIA B3J 3C9 CANADA	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Atlantic Region Acquisitions/Région de l'Atlantique
Acquisitions
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
Halifax
Nova Scot
B3J 1T3

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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File No. - N° du dossier

Buyer ID - Id de l'acheteur
ha1417
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 must provide the addresses of proposed sites or premises of work performance and document safeguarding as indicated in Part 3 – Section IV Additional Information

2. Before access to sensitive information is provided to the Bidder, the following conditions must be met:
 - (a) the Bidder's proposed individuals requiring access to sensitive information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses.
 - (b) the Bidder's security capabilities must be met as indicated in Part 6 – Resulting Contract Clauses;

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 Requirement

Public Services and Procurement Canada on behalf of Public Services and Procurement Canada, located in Halifax, NS has a requirement for the supply, delivery, and installation of Personal Storage Lockers. The Contractor must perform the Work accordance with the Statement of Requirement at Annex A.

1.3 Debriefings

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

1.4 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 \(2022-03-29\)](#) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: 60 days

Insert: 90 days

2.2 Submission of Bids

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

Bid Receiving
Public Works and Government Services Canada
1713 Bedford Row
Halifax, N.S.
B3J 1T3

Email for CPC Connect Service:

TPSGC.RAReceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca

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

Facsimile number: (902) 496-5016

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **seven (7) calendar days** before the bid closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

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

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

2.5 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.

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

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

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

Section I: Technical Bid (1 hard copy)
Section II: Financial Bid (1 hard copy)
Section III: Certifications (1 hard copy)
Section IV: Additional Information (1 hard copy)

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.

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

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

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

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

- 1) Include all environmental certification(s) relevant to your organization (e.g. ISO 14001, Leadership in Energy and Environmental Design (LEED), Carbon Disclosure Project, etc.)

-
- 2) Include all environmental certification(s) or Environmental Product Declaration(s) (EPD) specific to your product/service (e.g. Forest Stewardship Council (FSC), ENERGYSTAR, etc.)
 - 3) Unless otherwise noted, bidders are encouraged to submit bids electronically. If hard copies are required, bidders should:
 - a. use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
 - b. use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

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

Section II: Financial Bid

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

3.1.1 Electronic Payment of Invoices – Bid

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

If Annex E 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.

Section IV: Additional Information

- 3.1.4 The Company Security Officer must ensure through the [Contract Security Program](#) that the Contractor and individuals hold a valid security clearance at the required level, as indicated in Part 1, clause 1.1, Security Requirements.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

See Annex D

4.1.2 Financial Evaluation

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

4.2 Basis of Selection

4.2.1 Basis of Selection – Mandatory Technical Criteria

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

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the 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 Security Requirements – Required Documentation

In accordance with the requirements of the Contract Security Program of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>), the Bidder must provide a completed Contract Security Program Application for Registration (AFR) form to be given further consideration in the procurement process.

Bidders are reminded to obtain the required security clearance and, as applicable, security capabilities promptly. As indicated above, bidders who do not provide all the required information at bid closing will be given the opportunity to complete any missing information from the AFR form within a period set by the Contracting Authority. If that information is not provided within the timeframe established by the Contracting Authority (including any extension granted by the Contracting Authority in its discretion), or if Canada requires further information from the bidder in connection with assessing the request for security

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Buyer ID - Id de l'acheteur
ha1417
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clearance (i.e., information not required by the AFR form), the Bidder will be required to submit that information within the time period established by the Contracting Authority, which will not be less than 48 hours. If, at any time, the Bidder fails to provide the required information within the timeframe established by the Contracting Authority, its bid will be declared non-compliant.

5.2.3 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](#) website.

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.

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

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. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CSP, PWGSC, the Contractor personnel MAY NOT ENTER sites without an escort.
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 Security Requirements Check List, attached at Annex C

6.2 Statement of Requirement

The Contractor must provide the items detailed under the "Requirement" 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

[2010A](#) (2022-01-28), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Delivery Date

While delivery is requested no later than October 31, 2022 , the best delivery that could be offered is _____ .

Installation is requested to be completed on a date to be determined. See Annex A, Part 4.

6.4.5 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: Justin Clow
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Address: 1713 Bedford Row, Halifax, NS, B3J 1T3

E-mail address: justin.clow@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 Project Authority

The Project Authority for the Contract is to be provided 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

Name:
Title:
Organization:
Address:

Telephone:
Facsimile:
E-mail address:

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex C of the awarded Contract for a cost of \$_____ (will be completed at contract award). Customs duties are included, and applicable Taxes are extra.

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

6.6.2 Multiple Payments

SACC Manual Clause [H1001C](#) (2008-05-12)

6.6.3 Electronic Payment of Invoices – Contract

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

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

6.7 Invoicing Instructions

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

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.9 Applicable Laws

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

6.10 Priority of Documents

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

- a. the Articles of Agreement;
- b. the general conditions [2010A](#) (2022-01-28) Goods (medium complexity);
- c. Annex A, Statement of Requirement;
- d. Annex B, Basis of Payment
- e. Annex C, Security Requirements Check List
- f. the Contractor's bid dated _____

6.11 SACC Manual Clauses

Excess Goods [B7500C](#) (2006-06-16)
Insurance – No Specific Requirement [G1005C](#) (2016-01-28)

6.12 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](#)".

6.13 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

ANNEX A

STATEMENT OF REQUIREMENT

1. GENERAL

1.1. Summary

- 1.1.1. Public Works and Government Services Canada operating as Public Services and Procurement Canada requires the supply, delivery and installation of prefabricated personal storage lockers (also reference as furniture).
- 1.1.2. Due to very tight area constraints and operational restrictions, the footprint of the personal storage lockers must not vary significantly as this would impact aisles and required clearances.
- 1.1.3. This specification details the technical requirements, which apply to the furniture for work spaces purchased by the federal government.
- 1.1.4. The supplier is responsible for supplying all necessary hardware for hidden ganging components to secure lockers side by side if required.

1.2. Reference Standards

- 1.2.1. American National Standards Institute/Business and Institutional Furniture Manufacturer's Association (ANSI/BIFMA):
 - 1.2.1.1. ANSI/BIFMA X5.9 – Storage Units
 - 1.2.1.2. ANSI/BIFM e3-2014 – Furniture Sustainability Standards
- 1.2.2. American National Standards Institute (ANSI)/Hardwood Plywood and Veneer Association (HPVA)/National Particleboard Association (NPA):
 - 1.2.2.1. ANSI/NPA A208.1 – Particleboard
 - 1.2.2.1.1. Grade M2 or greater when used as a substrate.
 - 1.2.2.1.2. ANSI/NPA A208.2 – Medium Density Fiberboard (MDF) for Interior Applications.
- 1.2.3. American National Standards Institute (ANSI)/National Electrical Manufacturers Association (NEMA)
 - 1.2.3.1. ANSI/NEMA LD 3 – High-Pressure Decorative Laminates (HPDL).
- 1.2.4. Business and Institutional Furniture Manufactures Association (BIFMA)
 - 1.2.4.1. BIFMA G1 – Ergonomics Guidelines for Furniture Use in Office Work Spaces Designed for Computer Use.
- 1.2.5. Canadian General Standards Boards (CGSB)
 - 1.2.5.1. CAN/CGSB-44.227 Free-standing Office Desk Products and Components.
- 1.2.6. International organization for Standardization (ISO)/International Electrotechnical Commission (IEC).
 - 1.2.6.1. ISO 9001 – Quality Management Systems – Requirements
- 1.2.7. Underwriters Laboratory Inc. (ULC):
 - 1.2.7.1. UL 1286-2011, Section 33 Standards for Office Furnishings
- 1.2.8. Architectural Woodwork Institute – Architectural Woodwork Manufacture Association of Canada (AWMAC).

1.3. Warranty

- 1.3.1. The warranty period will be ten (10) years with the exception of user adjustable (moving) components, which will have a warranty of five (5) years'

2. PRODUCTS

2.1. Workmanship

- 2.1.1. The finished products must be uniform in quality, style, material, and workmanship and must be clean and free of any defects that may affect appearance, serviceability, or safety. When assembled in any of the manufacturer's recommended configurations, there must be no unfinished edges or surfaces when viewed in normal-use positions. Metal edges, corners, and parts that may, or will, come in contact with the user must be rounded or covered with protective caps.
- 2.1.2. All furniture with welded metal components must meet the following criteria:
- 2.1.2.1. All exposed aluminum components must be anodized, painted or otherwise treated to prevent oxidation.
 - 2.1.2.2. All welds must be structurally sound and free of cracks and surface voids. They must be clean, smooth, uniform in appearance, and free of scale, flux, trapped foreign matter, and any other inclusions that may be detrimental to the application of the primer or final finish.
 - 2.1.2.3. Metal screw assembly resulting in sharp edges or exposed screw tips will not be accepted.
- 2.1.3. The finished products must be stable: uniform in quality, style, material, and workmanship; and be clean and free of defects that may affect appearance, serviceability, or safety.
- 2.1.4. All components must be level and square.
- 2.1.5. Exposed joints must be neatly executed, rigid, tight and flush with no tool, machine or cross-sanding marks.
- 2.1.6. Fixed, movable, as well as adjustable parts must be constructed so that they cannot unintentionally become loose or dislodged or cause personal injury.

2.2. General Features

- 2.2.1. All furniture must be supplied with hardware to complete the installation.
- 2.2.2. All furniture must be equipped with corrosion-resistant leveling glides on base. The leveling glides must not exceed the width of the base and must have a vertical adjustment (length) of at least 25mm (1") with a tolerance of +/-6.35mm (+/--.25"), unless noted otherwise.
- 2.2.3. Glides must be secured and not become loose or detached while in use. They must also be accessible and removable for adjustment or replacement.
- 2.2.4. All laminates and furniture specified with laminate components must meet the following criteria:
- 2.2.4.1. Must be high-pressure laminate and meet the performance requirements for high pressure laminate.
 - 2.2.4.2. Substrate must be made of MDF (medium density fiberboard) or hardwood plywood.
 - 2.2.4.3. Laminate finishes must be properly adhered onto a substrate and the under surface must have equally balanced backer.

2.2.4.4. For furniture with a high-pressure laminate, the color of the exposed edge finish must match the color of the high-pressure laminate finish.

2.2.5. Door must fit squarely and evenly on all sides, when closed. Resilient bumpers must be provided on all doors to minimize impact noise when closing doors. An alternate means to minimize the impact noise is acceptable.

2.2.6. See ANNEX B - Compliance Matrix: Minimum Mandatory Performance Specifications for detailed requirements.

2.2.7. Door to have D-pull or acceptable alternative for barrier-free access as per CSA B651-12 Accessible Design for the Built Environment.

2.2.7.1. D-pull may be integrated in digital / keyless lock

2.2.7.2. Pull to be mounted at 1067 mm (42") - 25 mm (-1") above finished floor.

2.2.8. Numbered plate to be provided and must be permanently attached to the locker door front, easy to read lettering (raised tactile signs to meet CSA - B651-18 4.5.6 installed not higher than 1500mm from the finished floor) black background with white lettering or similar. Departmental representative will provide numbering system upon award. Install at latch side of lock vertical centre line.

- Provide shop drawing for approval after award prior to manufacturing.
- Number plate background to match as close as possible to RGB Code:
- 49,49,54 CMYK
- Code: 73,64,53,63
- PMS 426

Blue/black



2.2.9. Locker to be high-pressure laminate body and door or combination metal body and high-pressure laminate doors and laminate surround as shown on ANNEX B 3D example.

2.2.9.1. Laminate surround required and to include tops, exposed ends, and filler panels as needed to suit ANNEX B Locker Room Floor Plan. On site measure and shop drawings by awarded supplier required. Exposed HP laminate ends, tops & fillers can be part of the locker body or a HP laminate separately applied surround.

2.2.9.1.1. Laminate surround to be as continuous (seamless) as possible.

2.3. Locking and keying:

2.3.1. When locking or lockable is specified the door within the unit must be capable of being locked.

2.3.2. Keyless digital locks are to be provided.

2.3.2.1. Locks must have tamper resistant metal housing.

2.3.2.2. Locks must be powered by long life batteries.

2.3.2.3. Batteries to be replaceable by administrator, with readily available (non-proprietary) batteries.

2.3.2.4. Provide batteries for initial use during installation

2.3.2.5. Low battery sound or light indicator.

2.3.2.6. Provide a min of four (4) tools or key for accessing the battery compartment or changing port when battery fails while in the locked position.

2.3.2.7. Install digital lock at an accessible height as per CSA B651-18.

2.4. Finish Selection

2.4.1. Sealed samples: Manufacturers standard range of finishes to be submitted with bid submission.

2.4.2. The supplier must submit duplicate samples of colors and finishes.

The Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A. The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.

2.5. Manuals & Data

2.5.1. Closeout data: Operation and Maintenance Data: Submit manufacturer's written instructions for maintenance of operable components and cleaning procedures, include name of original installer and contact information.

2.6. Locker Requirements and Features:

2.6.1. Lockers to be ganged and anchored to floor and/or wall and/or ceiling to the satisfaction of Departmental Representative.

2.6.1.1. See Execution [Section 3.3.3](#)

2.6.2. Lockers AL1 and DL1 must include:

2.6.2.1. overall sizes must be:

2.6.2.1.1. Width: 305mm (12") min.

2.6.2.1.2. Depth: 457mm (18") deep with an allowable size tolerance: 3mm (-1/8")

2.6.2.1.3. Height: minimum of 1803mm (71") to max of 1930mm (76").

2.6.2.2. Interior shelf and divider to be high pressure laminate or welded metal painted ensuring no sharp exposed edges.

2.6.2.3. one (1) full height door, hinged right or left with keyless (digital) locking.

2.6.2.3.1. must have D-pull or acceptable alternative: See 2.2.7 General Features

2.6.2.3.2. must numbered plate on each door as per [Section 2.2.8](#) and [Section 3.3.4](#)

2.6.2.3.3. hinges that allow a min. opening of 110°

2.6.2.4. must have venting for continuous natural airflow must be provided **without visible door vents.**

2.6.2.5. locker storage compartment (not smaller wardrobe side) must include shelves:

2.6.2.5.1. One (1) full width shelf

2.6.2.5.2. One (1) full width shelf with 102-152mm /4-6" deep drawer for storage of small personal accessories

2.6.2.5.3. Lowest storage compartment: one (1) low sided rubber or plastic boot tray.

2.6.2.6. four hooks:

2.6.2.6.1. Two (2) hooks in full height wardrobe side (one (1) to be accessible of not more than a height of 1200mm from the room's floor)

2.6.2.6.2. Two (2) hooks storage compartment side of locker below drawer

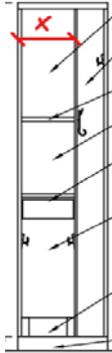
2.6.2.7. recessed high pressure laminate, metal or rubber toe kick:

2.6.2.7.1. Recessed 76mm (3")

2.6.2.7.2. Tolerance of 12.7mm / 1/2" will be allowed

2.6.2.7.3. Height to be not less than 76mm (3")

2.6.2.7.4. Locker storage compartment section with shelves must have a minimum interior clear width of 305mm (12") with an allowable size tolerance: 12.7mm (-1/2").



2.6.2.7.4.1.

2.6.3. Lockers DL3 must include:

2.6.3.1. overall sizes must be:

2.6.3.1.1. Width: 305mm (12") min.

2.6.3.1.2. Depth: 457mm (18") deep with an allowable size tolerance: 3mm (-1/8")

2.6.3.1.3. Height: minimum of 1803mm (71") to max of 1930mm (76").

2.6.3.2. Interior shelf and divider to be high pressure laminate or welded metal painted ensuring no sharp exposed edges.

2.6.3.3. three (3) doors (one (1) for each compartment, hinged right or left with keyless (digital) locking on each door.

2.6.3.3.1. Each door must have D-pull or acceptable alternative: See 2.2.7 General Features

2.6.3.3.2. Numbered plate on each door as per [Section 2.2.8](#) and [Section 3.3.4](#)

2.6.3.3.3. hinges that allow a min. opening of 110°

2.6.3.4. must have venting for continuous natural airflow must be provided **without visible door vents.**

2.6.3.5. recessed high pressure laminate, metal or rubber toe kick:

2.6.3.5.1. Recessed 76mm (3")

2.6.3.5.2. Tolerance of 12.7mm / 1/2" will be allowed

2.6.3.5.3. Height to be not less than 76mm (3")

3. EXECUTION

3.1. Site Location

3.1.1. See [Table 2](#) - Delivery

3.2. Delivery

3.2.1. This product will be delivered no later than October 31, 2022.

3.2.2. Delivery of lockers is to 4th, 5th, 6th & 7th floors of 1713 Bedford Row, Halifax, Nova Scotia. See [Table 4](#) for detailed site delivery information

3.2.3. Product is to be received and unloaded at the site location between 7am. – 4:30pm.

3.2.4. Final delivery date must be confirmed with Project Authority prior to manufacture of lockers and again before delivery.

3.3. Installation

3.3.1. Install in accordance with manufacturer's written instructions using trained personnel at the site location, during normal business hours, defined as Monday to Friday 7am - 4:30pm weekdays as long as the noise level does not include banging or drilling.

3.3.2. Installation will include placement, testing and leveling of lockers.

3.3.3. All Lockers to be adequately secured to floor, to the satisfaction of Departmental Representative. Anchor brackets may be required. Anchoring design to be provided by the awarded supplier

3.3.4. Numbered plate to be permanently attached to the locker door front installed not higher than 1500mm from the finished floor.

3.3.5. Receive, unload, store and transport all product/pieces to the staging and/or installation area;

3.3.6. Unpack all pieces and inspect product for shipping damage and shortages; maintain a standing list of damaged/short products.

3.3.7. Install all products in accordance with the manufacturers specifications;

3.3.8. Ensure all other products function properly and make minor adjustment/repairs;

3.3.9. Touch up all minor nicks and scratches on the furniture that may have occurred during installation;

3.3.10. Clean the product once installed;

3.3.11. Clean up the installation site. The site must present a neat, orderly and workmanlike appearance at all times. This must be accomplished by the removal of scrap material, debris and the like from the site, as frequently as is necessary; and

3.3.12. Upon completion of the installation the Contractor (or their authorized representative) must walk through the installation area with the Project Authority (or their authorized representative) verify the operating condition of all product in accordance with the deficiency procedures.

3.3.13. Reinstall damaged or replaced products.

3.4. 2. Deficiency Procedures

3.4.1. The Contractor must adhere to the following deficiency procedures:

3.4.1.1. The Contractor must notify the Project Authority when the installation is completed;

3.4.1.2. The Project Authority must arrange for the initial walk-through inspection with the Contractor;

3.4.1.3. The walk-through inspection must take place no later than three business days after installation is completed;

- 3.4.1.4. The Project Authority in consultation with the Contractor must prepare the deficiency list documenting all problems in every area;
- 3.4.1.5. The deficiency list must be forwarded by the Project Authority to the Contractor;
- 3.4.1.6. Within three business days of receipt of this deficiency list, the Contractor must complete all minor deficiencies and make all adjustments not requiring new parts;
- 3.4.1.7. For all deficiencies other than those identified in point 7, the Contractor must submit the plan of action with delivery dates or completion dates within fourteen calendar days from receipt of the deficiency list from the Project Authority; and
- 3.4.1.8. The Contractor must notify the Project Authority when all deficiencies have been completed. If satisfied, the Project Authority must provide the Contractor a final sign-off that the deficiencies have been satisfied.

4. BID SUBMISSION REQUIREMENTS

4.1. Submittals

- 4.1.1. Test reports must be provided for examination upon request and be not more than five years old from the date the test was performed with the exception of the fabric tests applicable to the ACT Voluntary Performance Guidelines.
 - 4.1.1.1. Detailed requirements for components verification reports according to CAN/CGSB 44.227 must be provided for examination.
 - 4.1.1.2. All tests must be completed by an accredited third-party testing facility.
 - 4.1.1.3. Revised Test Standard(s): Reference is made to the testing standards listed within this annex and to the requirements that all product offered in have successfully passed the referenced testing standards. If the referenced test standards change, the products must successfully pass the revised test standard(s). Only the tests that have been revised must be performed, and, this testing must occur within nine months from the date of the revised test Standard(s).
 - 4.1.1.4. Product Changes: When physical changes are made to products already tested against the above referenced test standards, the changed product(s) must also be tested within nine months from the date of the product change. The applicable tests and the applicable test standards will be those deemed by an acceptable test facility.
- 4.1.2. Product data: Submit standard cut sheets, material descriptions, dimensions of individual components and finishes and technical data to be submitted with bid. All information is required for review committee to complete a technical bid review.
- 4.1.3. Shop drawings: Provide shop drawings that indicate elevations, partition modules, materials, components, finishes, door openings, fastening to adjacent structure, toe kick and anchoring system critical details, ganging units together, and assembly details to be submitted with bid. Shop drawings should be labeled and materials identified for the review committee to understand the workmanship and quality of the product being proposed.

4.2. Priority of Documents

- 4.2.1. In the event of discrepancy, the following priority of documents applies:
 - 4.2.1.1. ANNEX A-B
 - 4.2.1.2. ANSI/BIFMA X5.9, ANSI/BIFM e3-2014
 - 4.2.1.3. /CGSB-44.227
 - 4.2.1.4. CAN/CGSB-44.40

ANNEX B

BASIS OF PAYMENT

Bidders must submit firm unit prices for each item listed below to be given further consideration. A financial bid addressing only a portion of the requirement will be declared non-responsive.

Pricing offered must be in Canadian dollars, Applicable Taxes excluded, Canadian customs duties and excise taxes included.

Pricing offered must be inclusive of all delivery costs. No further charges will be allowed.

TABLE 1 – FIRM REQUIREMENTS

Item	Description	Unit of Measurement	Qty	Unit Price	Extended Price
Note: See Annex A – Product for additional installation location information					
1.	AL1 Individual personal use (one high) lockers – As per Annex A-1	Each	270		
2.	DL1 Individual personal use (one high) lockers day use lockers – As per Annex A-1	Each	25		
3.	DL3 Three high day use lockers – As per Annex A-1	Each	25		
4.	Four (4) master keys and / or fobs	Each	4		
5.	Filler panels, end panels, toe kicks & tops as per plans in Appendix 1	Lot	1		
6.	Anchoring system – As per floorplan in Appendix 1	Lot	1		
7.	Delivery	Lot	1		
8.	Installation	Lot	1		
Total (GST/HST not included)					

Solicitation No. - N° de l'invitation
EB129-230099/A
Client Ref. No. - N° de réf. du client
EB129-230099

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

Buyer ID - Id de l'acheteur
ha1417
CCC No./N° CCC - FMS No./N° VME

ANNEX C

SECURITY REQUIREMENTS

(See the following pages for the 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: Public Works and Government Services Canada
2. Branch or Directorate / Direction générale ou Direction: RPB

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
Refit of Dominion Public Building in Halifax, Nova Scotia which will contain 5 clients when done

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

5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? No / Non Yes / Oui

6. Indicate the type of access required / Indiquer le type d'accès requis

6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (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) No / Non Yes / Oui

6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. / Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. No / Non Yes / Oui

6. c) Is this a commercial courier or delivery requirement with no overnight storage? / S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit? No / Non Yes / Oui

7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès

Canada NATO / OTAN Foreign / Étranger

7. b) Release restrictions / Restrictions relatives à la diffusion

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

7. c) Level of information / Niveau d'information

PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO RESTRICTED <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO DIFFUSION RESTREINTE <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET / SECRET <input type="checkbox"/>	NATO CONFIDENTIAL <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>	NATO SECRET <input type="checkbox"/>	TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	NATO SECRET <input type="checkbox"/>	TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>
	COSMIC TOP SECRET <input type="checkbox"/>	
	COSMIC TRÈS SECRET <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 / Non Yes / Oui
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité :

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

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

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

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

- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
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 : _____

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / Non Yes / Oui
If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? No / Non Yes / Oui

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

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

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

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

PRODUCTION

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

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

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

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



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

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

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

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

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

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

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

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

ANNEX D

MANDATORY TECHNICAL EVALUATION

Instructions:

The Bidder **must** address each Mandatory Technical Criteria listed below.

The Bidder should include one (1) copy of descriptive literature; if available, for the item(s) offered in sufficient detail to clearly indicate compliance with each of the individual requirements from the Mandatory Technical Criteria detailed herein. References to Internet websites or information that is not included in the bid will not be evaluated.

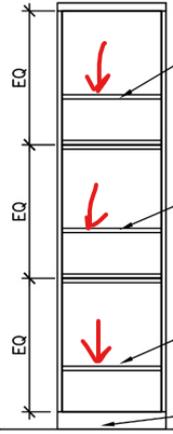
The Bidder should comment /cross reference the page number and highlight the specification in your technical data sheets or brochure to demonstrate and support your compliance for each of the Mandatory Technical Criteria.

The Bidder must provide as much detail as possible to support their comments and their claims of compliance for each specification.

NOTE: The Crown is under NO obligation to seek clarification of the bid(s) or the supporting technical documentation provided. Failure to meet any of the following will render your proposal non-compliant and will be given no further consideration.

Item	Description	Bidder to reference page number	Bidder Comments
1	Submittals		
1.1	Provide manufacturer's printed product literature and data sheets for metal lockers for the purpose demonstrating each product's compliance with items listed below		
1.2	Shop Drawings :		
1.2.1	For each locker type, drawings to show: dimensions (width, depth, and height), doors, hooks, detail of lock/handle, shelves, drawers, ventilation method		
1.3	Samples:		
1.3.1	Manufacturers standard range of finishes to be included with bid submission. (as per 2.5.3 below)		
2	Technical Criteria		

2.1	<p>Lockers AL1 AND DL1:</p> <ul style="list-style-type: none"> • must have one (1) full height door hinged right or left. • keyless (digital) locking 			
2.2	<p>Locker DL3:</p> <ul style="list-style-type: none"> • must have three (3) doors hinged right or left for each compartment. • keyless (digital) locking 			
2.3 Locker Accessories:				
2.3.1	<p>Lockers AL1 AND DL1 must include four hooks</p>			
2.3.2	<p>Lockers AL1 AND DL1 locker <u>storage compartment</u> must include shelves:</p> <ul style="list-style-type: none"> • One (1) full width shelf • One (1) full width shelf drawer for storage of small personal accessories 			
2.3.3	<p>Lockers AL1 AND DL1 storage compartment must include one (1) low sided rubber or plastic boot tray.</p>			

2.3.4	 <p>Locker DL3 must include one full width shelf.</p>		
2.3.5	<p>All lockers must have D-pull or acceptable alternative:</p>		
2.3.6	<p>All lockers must include a numbered plate on each door</p>		
2.3.7	<p>All lockers must have venting for continuous natural airflow</p> <p>AND</p> <p>must be provided without visible door vents.</p>		
2.3.8	<p>All lockers must have recessed high pressure laminate, metal or rubber toe kick:</p> <ul style="list-style-type: none"> • Recessed 76mm (3") Tolerance of 12.7mm / ½" will be allowed • Height to be not less than 76mm (3") 		
2.4	Dimensions		
2.4.1	<p>All locker's overall sizes must be:</p> <ul style="list-style-type: none"> • Width: 305mm (12") min. • Depth: 457mm (18") deep with an allowable size tolerance: 3mm (-1/8") x minimum of 1803mm (71") to max of 1930mm (76") high. 		
2.4.2	<p>All locker doors have hinges that allow a min. opening of 110°</p>		
2.5	Materials		
2.5.1	<p>Lockers must be high pressure laminate or a combination welded metal painted body with high-pressure laminate door.</p>		

2.5.2	Locker surround top, door and all exposed sides must be high pressure laminate. See Section 2.2.9		
2.5.3	<p>Provide available finish option samples (links to websites will not be accepted):</p> <ul style="list-style-type: none"> • Metal finish to be selected from the manufacturer's full range of standard finishes (at least one white option must be provided) • Laminate to be selected from the manufacturer's full range of standard finishes: <ul style="list-style-type: none"> ○ High Pressure Laminate 1: Standard HP laminate finish Wood look – a min. of six (6) options must be provided. ○ High Pressure Laminate 2: Standard HP laminate finish - a minimum of two white 		
2.6	Keyless Locks (See Section 2.3, Annex A)		
2.6.1	Digital locks must have a minimum of 5 digits code programming. 5 keys with a min. 4 digit user code		
2.6.2	Locks must be programmable for both single user use and shared / day use.		
2.6.3	Locks must be powered by batteries.		
2.6.4	Low battery sound or light indicator.		

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File No. - N° du dossier

Buyer ID - Id de l'acheteur
ha1417
CCC No./N° CCC - FMS No./N° VME

ANNEX E

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);
- Large Value Transfer System (LVTS) (Over \$25M)

ANNEX F

INTEGRITY PROVISIONS – LIST OF DIRECTORS

Please provide list of names of the following entities, according to the ownership nature of the company

1. For a Corporation - each current member of the Bidder's Board of Directors;

2. For a Partnership, General Partnership or Limited Partnership - the names of all current partners;

3. For a Sole Proprietorship or an individual doing business under a firm name - the name of the sole proprietor or individual;

4. In the case of a joint venture - For a Joint Venture - the names of all current members of the Joint venture;

5. For an individual - the full name of the person

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ANNEX G

CONTRACT SECURITY PROGRAM (CSP): APPLICATION FOR REGISTRATION (AFR) for Canadian legal entities

(see next page)



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form_eng.pdf

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ANNEX H

CONTRACT SECURITY PROGRAM (CSP): INITIAL INTERNATIONAL SECURITY SCREENING FORM

(see next page)



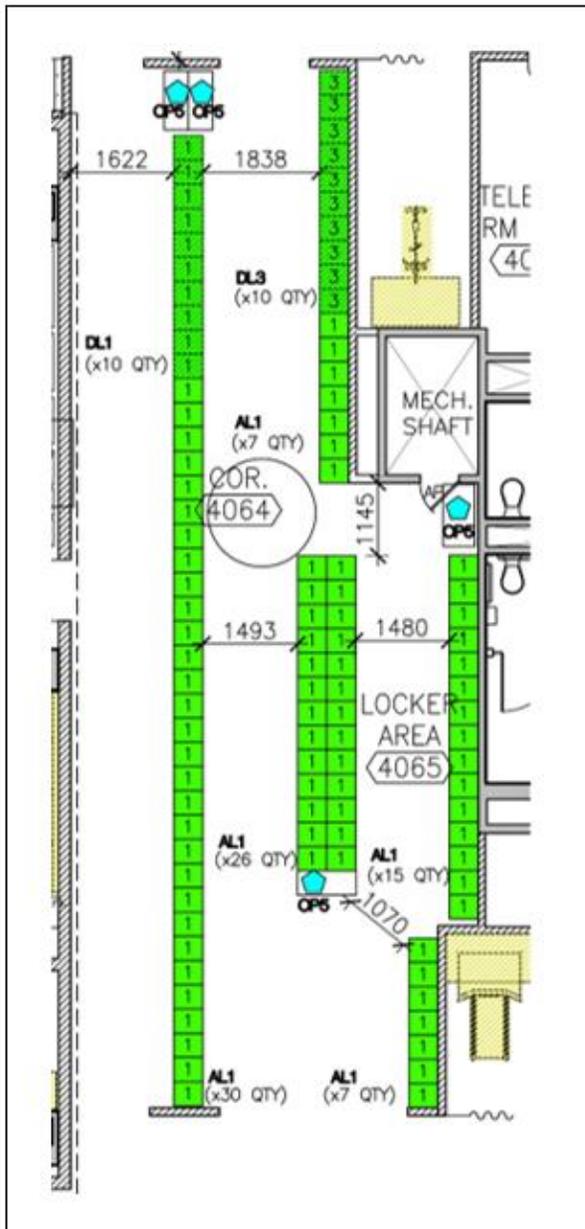
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APPENDIX 1

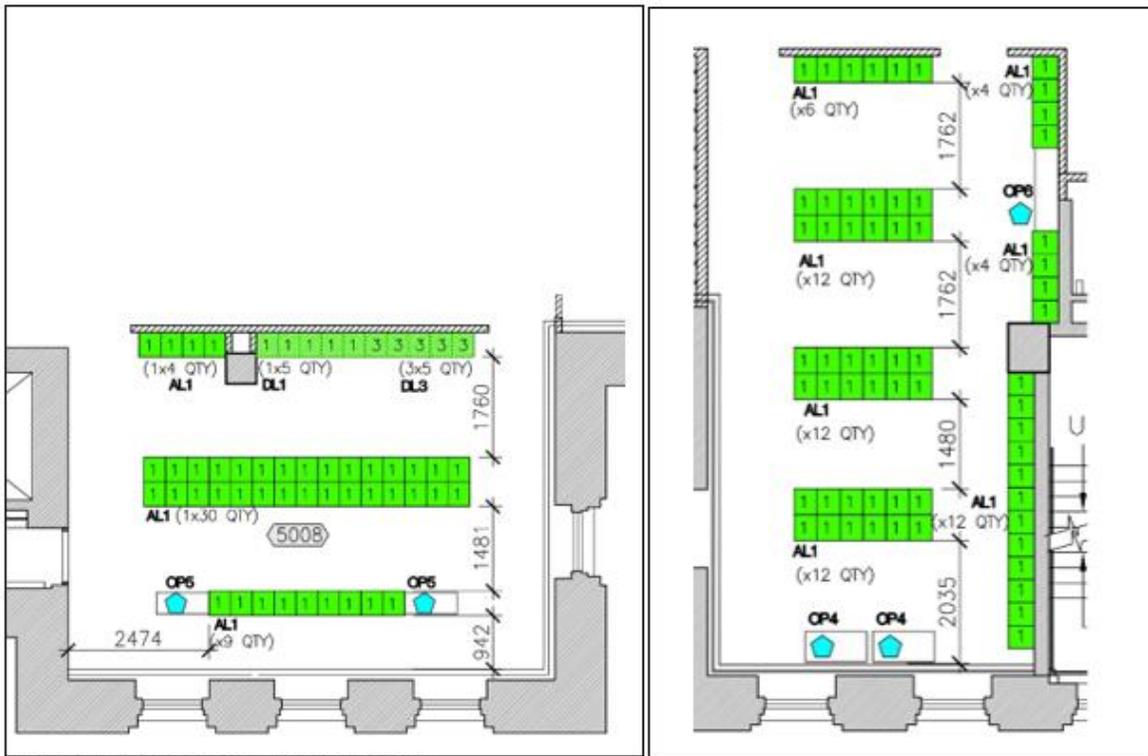
DRAWINGS



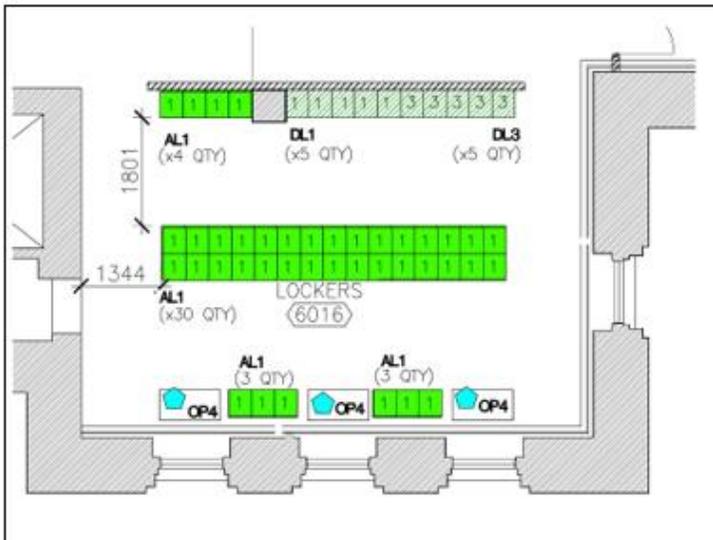
3D EXAMPLE
NOT TO SCALE



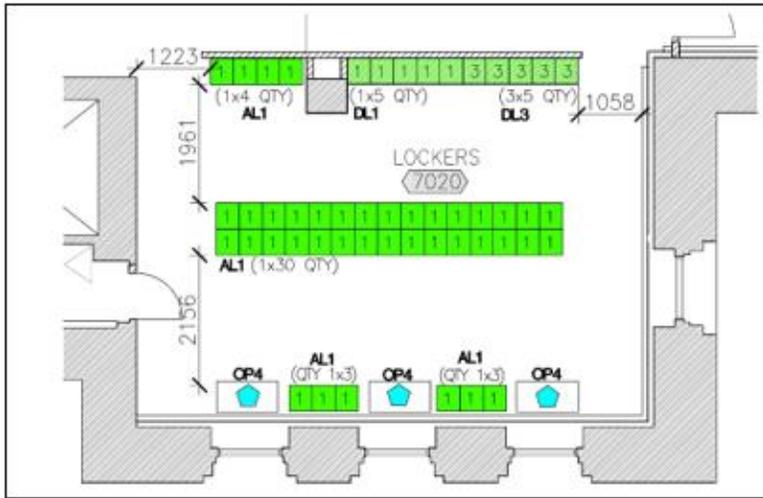
LOCKER ROOM LEVEL - 4 FLOOR PLAN
NOT TO SCALE



LOCKER ROOMS LEVEL - 5 FLOOR PLAN
 NOT TO SCALE



LOCKER ROOM LEVEL - 6 FLOOR PLAN
 NOT TO SCALE



LOCKER ROOM LEVEL - 7 FLOOR PLAN
NOT TO SCALE

