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## PART 1 - GENERAL INFORMATION

### 1. Introduction

The Request for Standing Offer (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- Part 1    General Information: provides a general description of the requirement;
- Part 2    Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3    Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4    Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5    Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6    6A, Standing Offer, and 6B, Resulting Contract Clauses:
  - 6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
  - 6B, includes the clauses and conditions, which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work, the Basis of Payment and any other annexes.

### 2. Summary

Correctional Service Canada (CSC) has a requirement to lease Counter Uncrewed Aerial Systems (C-UAS) to prevent intrusions and contraband deliveries by uncrewed aerial systems (UAS) at federal institutions.

Objectives:

To successfully lease, install, and operate a secure and regulatory-compliant C-UAS technology that effectively detects, identifies, and tracks drones attempting to enter restricted airspace over CSC facilities.

The system must perform according to predefined performance metrics, maintaining high detection rates while minimizing false positives, all within the agreed cost and timelines, while preserving strict confidentiality and meeting data protection standards.

CSC intends to issue a maximum of two Standing Offers (1 per Stream) as a result of this Request for Standing Offer:

- a) **Work Stream 1** will include facilities in the Atlantic, Quebec and Ontario Regions.
- b) **Work Stream 2** will include facilities in the Prairie and Pacific regions.

The work will be from the date of the Standing Offer to one (1) year later, with a possibility of two (2) additional one-year optional periods.



### **3. Revision of Departmental Name**

As this request for Standing Offer is issued by Correctional Service of Canada (CSC), any reference to Public Works and Government Services Canada (PWGSC) or its Minister contained in full text or by reference in any term, condition or clause of this document, or any resulting contract, must be interpreted as a reference to CSC or its Minister.

### **4. Debriefings**

Offerors may request a debriefing on the results of the request for Standing Offer process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for Standing Offer process. The debriefing may be in writing, by telephone or in person.

### **5. Procurement Ombudsman**

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an impartial, independent venue for Canadian bidders to raise complaints regarding the award of certain federal contracts under \$26,400 for goods and \$105,700 for services. If you have concerns regarding the award of a federal contract below these dollar amounts, you may contact OPO by e-mail at [the Office of the Procurement Ombudsman email address](#), by telephone at 1-866-734-5169, or by web at [the Office of the Procurement Ombudsman website](#). For more information on OPO's services or to determine if your concerns are within the Ombudsman's mandate, please see the [Procurement Ombudsman Regulations](#) or visit the [OPO website](#).



## **PART 2 - OFFEROR INSTRUCTIONS**

### **1. Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the Request for Standing Offer (RFSO) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](#) issued by Public Works and Government Services Canada.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006](#) (2023-06-08) Standard Instructions - Request for Standing Offer - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

**Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offer - Goods or Services - Competitive Requirements, is amended as follows:**

**Delete: sixty (60) days**

**Insert: ninety (90) days**

### **2. Submission of Offers**

Offerors must submit their offer only to Correctional Service of Canada (CSC) by the date, time and at the bid submission email address indicated on page 1 of the request for standing offers (RFSO).

**Section 06 Late offers of 2006 Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:**

**Delete: Section 06 in its entirety.**

**Insert: 06 Late offers:**

For offers submitted by email, Canada will delete offers delivered after the stipulated RFSO closing date and time. Canada will keep records documenting receipt of late offers by email.

**Section 07 Delayed offers of 2006 Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:**

**Delete: Section 07 in its entirety.**

**Insert: 07 Delayed offers:**

Canada will not accept any delayed offers.

**Section 08 Transmission by facsimile or by E-Post Connect of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:**

**Delete: Section 08 in its entirety.**

**Insert: 08 Transmission by email**

- a. Unless specified otherwise in the RFSO, Offerors must submit their offer to the CSC bid submission email address indicated on page 1 of the RFSO document. This email address is the only acceptable email address for Offerors to submit their offer in response to this RFSO.



- b. Offerors may transmit their offer at any time prior to the RFSO closing date and time.
- c. Offerors should include the RFSO number in the subject field of their email.
- d. Canada will not be responsible for any failure attributable to the transmission or receipt of the offer by email including, but not limited to, the following:
  - i. Receipt of a garbled, corrupted or incomplete offer;
  - ii. Availability or condition of the email service;
  - iii. Incompatibility between the sending and receiving equipment;
  - iv. Delay in transmission or receipt of the offer;
  - v. Failure of the Offeror to properly identify the offer;
  - vi. Illegibility of the offer;
  - vii. Security of offer data;
  - viii. Failure of the Offeror to send the offer to the correct email address;
  - ix. Connectivity issues; or
  - x. Email attachments that are blocked or not received even though the Offeror's email has been successfully delivered.
- e. CSC will send an acknowledgement of receipt of the Offeror's email by email from the bid submission email address provided for the submission of offers. This acknowledgement will confirm only the receipt of the Offeror's email and will not confirm if all of the Offeror's email attachments have been received, may be opened nor if their contents are readable. CSC will not respond to follow-up emails from Offerors requesting confirmation of attachments.
- f. Offerors must ensure they are using the correct email address for offer submission and should not rely on the accuracy of copying and pasting the email address from the RFSO cover page.
- g. A offer transmitted by an Offeror to the CSC bid submission email address constitutes the Offeror's formal offer, and must be submitted in accordance with section 05 of 2006, Standard Instructions - Request for Standing Offers Goods or Services - Competitive Requirements.
- h. Offerors are to note that CSC's email system has a limit of 10 MB per single email message. CSC's email system will reject emails with the following attachments: batch files, executable files, and image files in the following formats: JPEG, GIF, TIFF. Canada will not accept encrypted emails or emails that include attachments with passwords.

**Section 09 Customs clearance of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is deleted in its entirety.**

CSC recommends that offerors submit their response to the requirements of this request for standing offer in typewritten format.

Offerors must ensure that any handwritten information included in their offer is clearly legible in order to allow CSC to complete the offer evaluation. CSC reserves the right, at its sole and entire discretion, to disregard any handwritten information which it determines to be illegible when assessing whether offers comply with all of the requirements of the request for standing offer including, if applicable, any and all evaluation criteria.

### **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 FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and,



as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror 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 offer 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 Offeror a FPS in receipt of a pension? **YES ( ) NO ( )**

If so, the Offeror must provide the following information, for all FPS 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, Offerors agree that the successful Offeror'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 Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES** ( ) **NO** ( )

If so, the Offeror 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.

#### **4. Enquiries - Request for Standing Offer**

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) business days before the Request for Standing Offer (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by Offerors 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 Offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Offerors. Enquiries not submitted in a form that can be distributed to all Offerors may not be answered by Canada.

#### **5. Applicable Laws**

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 Offerors.



## **PART 3 - OFFER PREPARATION INSTRUCTIONS**

### **1. Offer Preparation Instructions**

CSC requests that offerors provide their offer in separate sections as follows:

Section I:      Technical Offer: **one (1) electronic copy in PDF format**

Section II:     Financial Offer: **one (1) electronic copy in PDF format**

Section III:    Certifications: **one (1) electronic copy in PDF format**

Prices should appear in the financial offer only. No prices should be indicated in any other section of the offer.

**Offerors should submit their technical offer and financial offer in two (2) separate documents.**

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, the Policy on Green Procurement. To assist Canada in reaching its objectives, Offerors should:

- 1) Include all environmental certification(s) relevant to their 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 their product/service (e.g. Forest Stewardship Council (FSC), ENERGYSTAR, etc.)

#### **Section I: Technical Offer**

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

#### **Section II: Financial Offer**

Offerors must submit their financial offer in accordance with Annex C, Basis of Payment. The total amount of Applicable Taxes must be shown separately.

#### **Section III: Certifications**

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



## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **1. Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of CSC will evaluate the offers.

#### **1.1. Technical Evaluation**

##### **1.1.1 Mandatory Technical Criteria**

Offers will be evaluated to determine if they meet all mandatory technical criteria outlined in **Annex E – Evaluation Criteria**. Offers not meeting all mandatory criteria will be declared non-responsive and will be given no further consideration.

##### **1.1.2 Point Rated Technical Criteria**

Offers will be evaluated to determine their score with regards to the point rated technical criteria outlined in **Annex E – Evaluation Criteria**.

### **1.2 Financial Evaluation**

#### **1.2.1 Evaluation of Price - Offer**

SACC Manual Clause M0220T (2016-01-28)

Offers containing a financial offer other than the one requested at **Article 3. Section II: Financial Offer** of **PART 3 – OFFER PREPARATION INSTRUCTIONS** will be declared non-compliant.

## **2. Basis of Selection**

### **2.1 Highest Combined Rating of Technical Merit (70%) and Price (30%)**

2.1.1 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 45 points overall for the technical evaluation criteria which are subject to point rating.  
The rating is performed on a scale of 115 points.
- 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 technical merit and price. The ratio will be 70% for the technical merit and 30% for the price.
  - 4. 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 70%.
  - 5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30%.



6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for issuance of a Standing Offer.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 70/30 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

<b>Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)</b>				
		<b>Bidder 1</b>	<b>Bidder 2</b>	<b>Bidder 3</b>
<b>Overall Technical Score</b>		115/135	89/135	92/135
<b>Bid Evaluated Price</b>		\$55,000.00	\$50,000.00	\$45,000.00
<b>Calculations</b>	<b>Technical Merit Score</b>	$115/135 \times 70 = 59.63$	$89/135 \times 70 = 46.15$	$92/135 \times 70 = 47.70$
	<b>Pricing Score</b>	$45/55 \times 30 = 24.55$	$45/50 \times 30 = 27.00$	$45/45 \times 30 = 30.00$
<b>Combined Rating</b>		84.18	73.15	77.70
<b>Overall Rating</b>		1st	3rd	2nd

Prior to the issuance of the standing offer Canada may, but will have no obligation to require that the recommended offer be subject to a Data Validation Test (DVT) to validate the C-UAS's ability to detect, and where applicable, track, the UAS identified in Table 1, 3.2.2, List of COTS Class 1 UAS and if applicable, R5 and/or R7 of the Point-Rated Non-Mandatory Technical Criteria. If required, the Data Validation Test will be conducted in accordance to the Data Validation Test Procedure identified at paragraph 2.2.

The DVT must be conducted during normal working hours, at no cost to Canada, at one of the Locations of Work specified by the Project Authority, or another mutually agreed upon location.

Canada will pay its own costs associated with the DVT. The Offeror is responsible for all costs to provide any required equipment and support (including UAS and certified UAS operators, if required) to demonstrate the system's compliance.

No costs associated with data validation testing may be charged to Canada.

Despite the written offer, if Canada determines during the DVT that the Offeror's C-UAS device does not meet the mandatory requirements of this offer solicitation, the offer will be declared non-responsive. Canada may, as a result of the DVT, reduce the score of the Offeror on any rated requirement, if the DVT indicates that the score provided to the Offeror on the basis of its Technical Offer is not validated by the DVT. The Offeror's rated points will not be increased as a result of the DVT. If the Offerors score is



reduced, Canada will reassess which offer is the next highest-rated responsive offer and recommend that a DVT be performed on that offer. Canada will continue in this manner until the successful offer is identified.

## 2.2 Data Validation Test Procedure

The C-UAS's ability to detect, and where applicable, track, the UAS identified in Table 1, 3.2.2, List of COTS Class 1 UAS and if applicable, R5 and/or R7 of the Point-Rated Non-Mandatory Technical Criteria may be tested prior to issuance of a standing offer.

Should Canada proceed with the DVT, the highest-rated responsive offer recommended for data validation testing will receive a written DVT notification from the Standing Offer Authority.

Only one DVT will be performed per Offer.

The DVT will be conducted at a mutually agreed date, time and location by the Project Authority and the Offeror within fifteen (15) calendar days of the date of the DVT notification.

The Offeror must be able to deliver the C-UAS and any required accessories to the DVT location. The Offeror must perform any necessary set-up/installation, and be available to for the duration of the DVT to operate the C-UAS, or must demonstrate to Canada, either in person or virtually, how to set up and operate the equipment.

Unless otherwise agreed upon, the Offeror must provide the identified UAS for testing, as well as have a UAS Operator with a valid pilot certificate available for the duration of the DVT.

Once the DVT has begun, it will be completed within three (3) days.

The Offeror will receive a copy of the test results within fifteen (15) days of completion of the DVT.



## **PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION**

Offerors must provide the required certifications and additional information to be issued a Standing Offer.

The certifications provided by Offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a Contractor in default, if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

### **1. Certifications Precedent to the Issuance of a Standing Offer and Additional Information**

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror 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 offer non-responsive.

#### **1.1 Integrity Provisions – Declaration of Convicted Offenses**

- A) Subject to subsection B, by submitting an offer in response to this request for standing offer (RFSO), the Offeror certifies that:
- it has read and understands the Ineligibility and Suspension Policy;
  - it understands that certain domestic and foreign criminal charges and convictions, and other circumstances, as described in the Policy, will or may result in a determination of ineligibility or suspension under the Policy;
  - it is aware that Canada may request additional information, certifications, and validations from the Offeror or a third party for purposes of making a determination of ineligibility or suspension;
  - it has provided with its bid a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offenses in the Policy;
  - none of the domestic criminal offenses, and other circumstances, described in the Policy that will or may result in a determination of ineligibility or suspension, apply to it, its affiliates and proposed first tier subcontractors; and
  - it is not aware of a determination of ineligibility or suspension issued by PWGSC that applies to it.
- B) Where an Offeror is unable to provide any of the certifications required by subsection A, it must submit with its offer the completed [Integrity Declaration Form](#). Offerors must submit this form to Correctional Service of Canada with their offer.

#### **1.2 Integrity Provisions – Required documentation**

**List of names:** all Offerors, regardless of their status under the Ineligibility and Suspension Policy, must submit the following information:



- i. Offerors that are corporate entities, including those submitting an offer as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
- ii. Offerors submitting an offer as sole proprietors, including sole proprietors submitting an offer as joint ventures, must provide a complete list of the names of all owners; or
- iii. Offerors that are a partnership do not need to provide a list of names.

List of Names:

_____	_____
_____	_____
_____	_____
_____	_____

**OR**

- The Offeror is a partnership

During the evaluation of offers, the Offeror must, within 10 working days, inform the Contracting Authority in writing of any changes affecting the list of names submitted with the offer.

**1.3 Language Requirements - English or French**

By submitting an offer, the Offeror certifies that, should it be issued a standing offer as result of the request for a standing offer, every individual proposed in its offer will be able to communicate orally and in writing in English or French without any assistance and with minimal errors.

**1.4 Education and Experience**

SACC Manual clause M3021T (2012-07-16) Education and Experience

**1.5 Certification:**

By submitting an offer, the Offeror certifies that the information submitted by the Offeror in response to the above requirements is accurate and complete.



## **PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES**

### **A. STANDING OFFER**

#### **1. Offer**

1.1 The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex A.

#### **2. Security Requirements and Institutional Access Requirements**

##### **2.1 Security Requirements**

- NO SECURITY REQUIREMENT EXISTS.
- Contractor/Offeror will be escorted at all times during the performance of this contract. Access to PROTECTED information or assets is not permitted.
- Use of CPIC is prohibited.

##### **Institutional Access Requirements**

- NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be escorted at all times by Correctional Service Canada personnel or those authorized by CSC on its behalf. CSC has developed very stringent internal policies to ensure that the security of institutional operations is not compromised.
- Contractor personnel must adhere to institutional requirements for the conduct of searches by Correctional Service Canada, prior to admittance to the institution/site. Correctional Service Canada reserves the right to deny access to any institution/site or part thereof of any Contractor personnel, at any time.

#### **3. Standard Clauses and Conditions**

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](#) issued by Public Works and Government Services Canada.

As this Standing Offer is issued by Correctional Service of Canada (CSC), any reference to Public Works and Government Services Canada (PWGSC) or its Minister contained in full text or by reference in any term, condition or clause of this document must be interpreted as a reference to CSC or its Minister.

##### **3.1 General Conditions**

[2005](#) (2022-12-01) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

#### **4. Term of Standing Offer**

##### **4.1 Period of the Standing Offer**

The period for making call-ups against the Standing Offer is from the date of Standing Offer award to one year later.

##### **4.2 Extension of Standing Offer**

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2) one year option periods, under the same conditions and at the rates or prices





specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority at any time before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

**5. Authorities**

**5.1 Standing Offer Authority**

The Standing Offer Authority is:

Name: Diana Todorova  
 Title: Procurement Officer  
           Correctional Service of Canada  
           Contracting and Materiel Services  
 Telephone: (343) 552-4554  
 E-mail address: [diana.todorova@csc-scc.gc.ca](mailto:diana.todorova@csc-scc.gc.ca)

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, the Standing Offer Authority is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

**5.2 Project Authority**

The Project Authority for the Standing Offer is: (to be completed at Standing Offer award)

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

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

**5.3 Offeror's Representative** (to be completed at Standing Offer issuance)

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

**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: 2012-2](#) of the Treasury Board Secretariat of Canada.

## 7. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is:

Correctional Service of Canada (CSC)  
Preventive Security and Intelligence Branch representatives – National Headquarters  
Assistant Deputy Commissioners, Integrated Services – all regions

## 8. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the Call-up Against a Standing Offer form or an electronic version.

## 9. Limitation of Call-ups (to be completed at Standing Offer issuance).

Individual call-ups against the Standing Offer must not exceed \$\_\_\_\_\_ (Applicable Taxes included)

## 10. Financial Limitation

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \$\_\_\_\_\_ (insert the Standing Offer limit) (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call-ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or \_\_\_\_\_ (insert number of months) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

## 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 call-up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions [2005](#) (2022-12-01), General Conditions - Standing Offers - Goods or Services
- d) [4013](#) (2022-06-20) – Compliance with On-Site Measures, Standing Orders, Policies, and Rules
- e) the general conditions [2010B](#) (2022-12-01), General Conditions - Professional Services (Medium Complexity), apply to and form part of the Contract.
- f) Annex A, Statement of Work;
- g) Annex B, Technical Requirements
- h) Annex C, Basis of Payment;
- i) Annex D, Security Requirements Check List
- j) The Offeror's offer dated \_\_\_\_\_ (insert date of offer).

## 12. Certifications and Additional Information

### 12.1 Compliance



Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

### **13. Applicable Laws**

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

## **B. RESULTING CONTRACT CLAUSES**

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

### **1. Statement of Work**

The Contractor must perform the Work described in the call-up against the Standing Offer.

### **2. Standard Clauses and Conditions**

#### **2.1 General Conditions**

2010B (2022-12-01), General Conditions - Professional Services (Medium Complexity), apply to and form part of the Contract.

#### **2.2 Supplemental General Conditions**

##### **4013 (2022-06-20) – Compliance with On-Site Measures, Standing Orders, Policies, and Rules**

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

### **3. Term of Contract**

#### **3.1 Period of the Contract**

The work must be completed in accordance with the call-up against the Standing Offer.

### **4. 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: 2012-2](#) of the Treasury Board Secretariat of Canada.

### **5. Payment**

#### **5.1 Basis of Payment**

Payments will be made in accordance with Annex C – Basis of Payment

#### **5.2 Limitation of Expenditure**



1. Canada's total liability to the Contractor under the Contract must not exceed the amount specified in each call-up, customs duties are excluded and Applicable Taxes are extra.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - a. when it is 75% committed, or
  - b. four months before the contract expiry date, or
  - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,whichever comes first.
3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### 5.3 Limitation of Price

SACC Manual clause C6000C (2017-08-17).

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.

### 5.4 Multiple Payments

Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

### 5.5 SACC Manual Clauses

SACC Manual clause [A9117C](#) (2007-11-30), T1204 - Direct Request by Customer Department

SACC Manual clause [C0710C](#) (2007-11-30), Time and Contract Price Verification

SACC Manual clause [C0705C](#) (2010-01-11), Discretionary Audit

### 5.6 Travel and Living Expenses

There are no travel and living expenses associated with the Contract.

### 5.7 Electronic Payment of Invoices – Contract



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

- (a) MasterCard Acquisition Card;
- (b) Direct Deposit (Domestic and International).

## **6. Invoicing Instructions**

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

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
  - b. a copy of the release document and any other documents as specified in the Contract;
2. Invoices must be distributed as follows:

One (1) copy must be forwarded to the Project Authority identified under the section entitled "Authorities" of the Standing Offer.

## **7. Insurance**

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

## **8. Liability**

The Contractor is liable for any damage caused by the Contractor, its employees, subcontractors, or agents to Canada or any third party. Canada is liable for any damage caused by Canada, its employees or agents to the Contractor or any third party. The Parties agree that no limitation of liability or indemnity provision applies to the Contract unless it is specifically incorporated in full text in the Articles of Agreement. Damage includes any injury to persons (including injury resulting in death) or loss of or damage to property (including real property) caused as a result of or during the performance of the Contract.

## **9. Ownership Control**

Where the Contractor will have access to any and all personal and confidential information belonging to Canada, CSC staff or inmates for the performance of the work, the following will apply:

- 9.1 The Contractor warrants that it is not under ownership control of any non-resident entity (i.e. Individual, partnership, joint venture, corporation, limited liability company, parent company, affiliate or other).
- 9.2 The Contractor must advise the Minister of any change in ownership control for the duration of the contract.
- 9.3 The Contractor acknowledges that the Minister has relied on this warranty in entering into this Contract and that, in the event of breach of such warranty, or in the event that the Contractor's ownership control becomes under a non-resident entity, the Minister must have the right to treat this Contract as being in default and terminate the contract accordingly.



9.4 For the purposes of this clause, a non-resident entity is any individual, partnership, joint venture, corporation, limited liability company, parent company, affiliate or other residing outside of Canada.

## **10. Closure of Government Facilities**

10.1 Contractor personnel are employees of the Contractor and are paid by the Contractor on the basis of services rendered. Where the Contractor or the Contractor's employees are providing services on government premises pursuant to this Contract and the said premises become non accessible due to evacuation or closure of government facilities, and consequently no Work is being performed as a result of the closure, Canada will not be liable for payment to the Contractor for the period of closure.

10.2 Contractors working at CSC sites should be aware that they may be faced with delay or refusal of entry to certain areas at certain times even if prior arrangements for access may have been made. Contractors are advised to call in advance of travel to ensure that planned access is still available.

## **11. Tuberculosis Testing**

11.1 It is a condition of this contract that the Contractor or any employees of the Contractor who require entry into a Correctional Service of Canada Institution to fulfill the conditions of the contract may, at the sole discretion of the Warden, be required to provide proof of and results of a recent tuberculin test for the purpose of determining their TB infection status.

11.2 Failure to provide proof of and results of a tuberculin test may result in the termination of the contract.

11.3 All costs related to such testing will be at the sole expense of the Contractor.

## **12. Compliance with CSC Policies**

12.1 The Contractor agrees that its officers, servants, agents and subcontractors will comply with all regulations and policies in force at the site where the work covered by this contract is to be performed.

12.2 Unless otherwise provided in the contract, the Contractor must obtain all permits and hold all certificates and licenses required for the performance of the Work.

12.3 Details on existing CSC policies can be found on the [CSC website](#) or any other CSC web page designated for such purpose.

## **13. Health and Labour Conditions**

13.1 In this section, "Public Entity" means the municipal, provincial or federal government body authorized to enforce any laws concerning health and labour applicable to the performance of the Work or any part thereof.

13.2 The Contractor must comply with all laws concerning health and labour conditions applicable to the performance of the Work or part thereof and must also require compliance of same by all its subcontractors when applicable.

13.3 The Contractor upon any request for information or inspection dealing with the Work by an authorized representative of a Public Entity must forthwith notify the Project Authority or His Majesty.

13.4 Evidence of compliance with laws applicable to the performance of the Work or part thereof by either the Contractor or its subcontractor must be furnished by the Contractor to the Project Authority or His Majesty at such time as the Project Authority or His Majesty may reasonably request."



#### **14. Identification Protocol Responsibilities**

The Contractor must ensure that the Contractor and each of its agents, representatives or subcontractors (referred to as Contractor Representatives for the purposes of this clause) comply with the following self-identification requirements:

- 14.1 During the performance of any Work at a Government of Canada site, the Contractor and each Contractor Representative must be clearly identified as such at all times;
- 14.2 During attendance at any meeting, the Contractor or Contractor Representatives must identify themselves as such to all meeting participants;
- 14.3 If the Contractor or a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify themselves as the Contractor or an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under the e-mail account Properties. This identification protocol must also be used in all other correspondence, communication, and documentation; and
- 14.4 If Canada determines that the Contractor is not complying with any of the obligations stated in this article, Canada will advise the Contractor and request that the Contractor implement, without delay, appropriate corrective measures to eliminate recurrence of the problem.

#### **15. Dispute Resolution Services**

The Parties agree to make every reasonable effort, in good faith, to settle amicably all disputes or claims relating to the Contract, through negotiations between the Parties' representatives authorized to settle. If the Parties do not reach a settlement within 25 working days after the dispute was initially raised to the other party in writing, either Party may contact the Office of the Procurement Ombudsman (OPO) to request dispute resolution/mediation services. OPO may be contacted by e-mail at [the Office of the Procurement Ombudsman email address](#), by telephone at 1-866-734-5169, or by web at [the Office of the Procurement Ombudsman website](#). For more information on OPO's services, please see the [Procurement Ombudsman Regulations](#) or visit [the Office of the Procurement Ombudsman website](#).

#### **16. Contract Administration**

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an impartial, independent venue for Canadian bidders to raise complaints regarding the administration of certain federal contracts, regardless of dollar value. If you have concerns regarding the administration of a federal contract, you may contact OPO by e-mail at [the Office of the Procurement Ombudsman email address](#), by telephone at 1-866-734-5169, or by web [the Office of the Procurement Ombudsman website](#). For more information on OPO's services, please see the [Procurement Ombudsman Regulations](#) or visit [the Office of the Procurement Ombudsman website](#).

#### **17. Privacy**

- 17.1 The Contractor acknowledges that Canada is bound by the Privacy Act, R.S.C. 1985, c. P-21, with respect to the protection of personal information as defined in that Act. The Contractor must keep private and confidential any such personal information collected, created or handled by the Contractor under the Contract, and must not use, copy, disclose, dispose of or destroy such personal information except in accordance with this clause and the delivery provisions of the Contract.
- 17.2 All such personal information is the property of Canada, and the Contractor must have no right in or to that information. The Contractor must deliver to Canada all such personal information in whatever form, including all copies, drafts, working papers, notes, memoranda, reports, data in machine-readable format or otherwise, and documentation which have been made or obtained in relation to this Contract, upon the completion or termination of the Contract, or at such earlier time as the



Minister may request. Upon delivery of the personal information to Canada, the Contractor must have no right to retain that information in any form and must ensure that no record of the personal information remains in the Contractor's possession.

### **18. Information Guide for Contractors**

Prior to the commencement of any work, the Contractor certifies that its employees or employees of its subcontractors, working under contract for CSC will complete the applicable Module(s) and retain the signed checklist(s) from the CSC "Information Guide for Contractors" website: [www.bit.do/CSC-EN](http://www.bit.do/CSC-EN) .





## ANNEX A - STATEMENT OF WORK

### 1. INTRODUCTION

#### 1.1 Purpose

1.1.1. The purpose of this Statement of Work (SoW) is to describe the requirements and work effort from the Contractor by the Correctional Service Canada (CSC) to lease Counter Uncrewed Aerial Systems (C-UAS) to prevent intrusions and contraband deliveries by uncrewed aerial systems (UAS) at federal institutions.

#### 1.2 Background

1.2.1 CSC is a federal government agency within the portfolio of Public Safety. The portfolio brings together key federal government organizations involved in public safety, including the Royal Canadian Mounted Police, the Parole Board of Canada, the Canada Border Services Agency, the Canadian Security Intelligence Service, and three review bodies.

1.2.2 CSC contributes to public safety through the custody and reintegration of offenders. More specifically, CSC is responsible for administering court-imposed sentences for offenders sentenced to two years or more. This includes both the custodial and community supervision of offenders with Long Term Supervision (LTSOs) for periods of up to 10 years.

1.2.3 Multiple UAS per week are introducing contraband into federal institutions, which poses a significant threat to the security of institutions and the safety of staff, offenders, and the community. In general, UAS may be used in covert surveillance operations to gain intelligence to aid in an escape or the introduction of contraband. This can include methods such as dropping a package into outdoor areas and delivery of packages directly to cell windows.

#### 1.3 Objectives

1.3.1 To successfully lease, install, and operate a secure and regulatory-compliant C-UAS technology that effectively detects, identifies, and tracks drones attempting to enter restricted airspace over CSC facilities.

1.3.2 The system must perform according to predefined performance metrics, maintaining high detection rates while minimizing false positives, all within the agreed cost and timelines, while preserving strict confidentiality and meeting data protection standards.

#### 1.4 Terminology

Commercial Off the Shelf (COTS) - A software and/or hardware product that is available commercially off-the-shelf, ready-made and available for sale, lease, or license to the general public.

Do It Yourself (DIY) – A software and/or hardware product that is customized. Typically involves using parts from different suppliers and creating or modifying parts.

Modified Off-The-Shelf (MOTS) drones are commercially available drones that have been altered or customized after purchase to suit specific needs, capabilities, or missions. This modification could involve hardware or software changes, or both. MOTS drone may be adapted to carry additional payloads, such as specialized cameras, sensors, or even mechanical arms. On the software side, they may be fitted with advanced navigation systems, artificial intelligence (AI) algorithms for autonomous flight, or enhanced encryption for secure communication.



## 2. APPLICABLE DOCUMENTS

2.1. The following references are provided with the Request for Standing Offer (RFSO). Where mentioned, the following specifications, standards and publications must be used for the preparation of deliverables to the extent specified in this SOW:

### 2.2 CSC Performance Standards

2.2.1. All work not otherwise described in this Statement of Work must be completed in accordance with the applicable sections of following standards:

REFERENCE	DOCUMENT DATE	DOCUMENT TITLE
	2015	Technical Criteria for Correctional Institutions
ES/SOW-0101	2021/03/01	Statement of Work for Installation of Electronic Systems
ES/SOW-0102	2021/06/26	Statement of Work for Quality Control of Electronic Systems Installations
ES/SOW-0110	2021/06/30	Statement of Work for Structured Cable Systems for Electronic Systems Installations
ES/SPEC-0006	2021/10/01	Conduit Space and Power Requirements for Security Systems

## 3. SCOPE

### 3.1 Tasks and Activities

The Contractor must supply a fully functioning C-UAS device at one or more federal institutions specified in the contract that meets the required technical specifications (see Annex B – Technical Requirements).

The Contractor must conduct a site assessment of the penitentiary to determine the optimal location and configurations for the C-UAS.

The Contractor must deliver and install the equipment, ensuring compliance with the performance standards set by the Technical Authority for CSC. Prior to the installation, the Contractor must prepare and present an installation plan for approval by the Technical Authority. All costs associated with the installation, as well as the subsequent removal at the lease's conclusion, in line with CSC specifications/standards, will be borne by the Contractor. After the installation is completed, the Technical Authority will undertake an assessment. Depending on the outcome, the installation will be approved or suggestions for modifications will be provided.

The Contractor must officially commission the system, transferring operational control to the CSC staff of the designated sites but remaining available for ongoing technical support.

The Contractor must perform a successful site deployment test (see section 5 - System Acceptance) after initial system installation at each Location of Work. The site deployment test will be witnessed and signed-off by the Technical Authority or delegate. The Contractor must correct any problems or malfunctions detected during the testing phase.

The Contractor will be responsible for maintaining the equipment in accordance with a maintenance schedule, including any required inspections, testing and repairs.

The Contractor must provide any necessary parts to fix and/or replacement equipment, including shipping/delivery/customs and brokerage charges, as applicable.

The Contractor is responsible for providing any manufacturer updates to the C-UAS software, including patches, updates or upgrades.



The C-UAS device's drone libraries must be able to detect a variety of COTS (commercial off-the-shelf) drones.

The Contractor must deliver and install the C-UAS to the identified location(s) within sixty (60) calendar days of receiving a call-up against the standing offer, unless an extension is approved in writing by the Project Authority.

The Contractor must be able to obtain any required equipment certifications and/or radio licenses within sixty (60) calendar days of receiving a call-up against the standing offer, unless an extension is approved in writing by the Project Authority.

Operator training must be provided at all Locations of Work where a C-UAS system is delivered. Training may be conducted virtually or on-site. Training dates, times and class sizes are to be coordinated with the Institutional Representative. Training attendance sheets must be submitted to the Institutional Representative within two (2) business days of delivering the training.

### 3.2 Operability

3.2.1 The system must operate in both open and urban terrain. CUAS must be built for a use in a wide spectrum of environments such as mountainous, wooded, open terrain or mixed terrain as well as a short range detection in urban area.

3.2.2 The C-UAS must include, but is not limited to, the following list of Class 1 UAS Systems within its detection library, in accordance with requirements listed in the technical specifications:

Table 1 – List of COTS Class 1 UAS

<b>Manufacturer</b>	<b>Model</b>
Autel Robotics	EVO II series
Autel Robotics	EVO Lite series
Autel Robotics	EVO Max series
Autel Robotics	EVO Nano series
DJI	Air series
DJI	Avata series
DJI	Inspire series
DJI	Matrice series
DJI	Mavic series
DJI	Mini series
DJI	Phantom series

### 3.3 Kick-off Meeting

3.3.1. At an agreed upon date and time between Canada and the Contractor, the Contractor must participate in a Kick-off Meeting at CSC National Headquarters, unless another location is mutually agreed upon.

### 3.4 Other meetings

3.4.1. Any required face-to-face interactions with the Project Authority, determined entirely at the discretion of the Project Authority, will take place at CSC National Headquarters in Ottawa, ON, or CSC Regional Headquarters in Kingston, ON or Laval, QC, unless another location is mutually agreed upon.

3.4.2. Any required face-to-face interactions with the Technical Authority, determined entirely at the discretion of the Technical Authority, will take place at CSC National Headquarters in Ottawa, ON, or one of the identified locations of work, unless another location is mutually agreed upon.



3.4.3. Where feasible, communications between CSC and the Contractor’s representative will take place by telephone, email or videoconference.

3.5 Documentation Deliverables

3.5.1. All operating manuals, maintenance manuals or other references relating to operating the system must be submitted electronically to the Technical Authority, and be available in both English and French. The supplier will also provide a minimum of one hardcopy version of all required operations and/or maintenance manuals to the Institutional Representative.

3.6 Operator Training

3.6.1 The Contractor must be able to provide training to enable the designated operators to use this technology safely and effectively.

3.6.2 The Contractor must be able to provide additional training sessions for up to 10 operators within 30 days of a call-up against the standing offer.

3.6.3 Training for Locations of Work Quebec and New Brunswick must be conducted in French or English, determined entirely at the discretion of the Project Authority. Training in all other provinces must be conducted in English. If the Contractor is not able to provide a French speaking instructor, the Contractor may either train an identified bilingual CSC staff member to train other operators on the device, or the Contractor may conduct training in English and a bilingual CSC staff member will provide interpretation assistance.

3.6.4 Class times and sizes are to be coordinated with the Project Authority. Training may be virtual or in person, and will include training materials (electronic or hardcopy) to be retained by the trainees. Training materials must be available in English or French, according to the language of course instruction.

3.7 Locations of Work

3.7.1 The delivery, installation, maintenance and training activities may take place at various maximum, medium and multi-level facilities across Canada.

Work Streams:

- a) **Work Stream 1** will include facilities in the Atlantic, Quebec and Ontario Regions.
- b) **Work Stream 2** will include facilities in the Prairie and Pacific regions.

Table 2 – List of potential locations where the C-UAS may be deployed:

WORK STREAM	CSC REGION	FACILITY NAME	SECURITY LEVEL	LOCATION	ADDRESS
1	Atlantic	Atlantic Institution	Maximum	Renous NB	13175 Route 8 E9E 2E1
		Nova Institution for Women	Multi-Level	Truro NS	180 James St B2N 6R8
		Dorchester Penitentiary / Shepody Healing Centre	Multi-Level	Dorchester NB	4902 Main St E4K 2Y9
		Springhill Institution	Medium	Springhill NS	330 McGee Street B0M 1X0
1	Quebec	Archambault Institution	Medium	Sainte-Anne-des-Plaines QC	242 boulevard Gibson J5N 1V8



		Cowansville Institution	Medium	Cowansville QC	400 Fordyce Avenue J2K 3N7
		Donnacona Institution	Maximum	Donnacona, QC	1537 Hwy 138 G3M 1C9
		Drummond Institution	Medium	Drummondville QC	2025 Jean-de-Brébeuf Blvd. J2B 7Z6
		Federal Training Centre	Multi-Level	Laval QC	6099 Lévesque Blvd E H7C 1P1
		Joliette Institution	Multi-Level	Joliette QC	400 Marsolais St J6E 8V4
		La Macaza Institution	Medium	La Macaza QC	321 Airport Rd J0T 1R0
		Port-Cartier Institution	Maximum	Port-Cartier QC	PO Box 7070 Airport Rd G5B 2W2
		Regional Reception Centre	Multi-Level	Sainte-Anne-des-Plaines QC	246 boulevard Gibson J5N 1V8
1	Ontario	Bath Institution	Medium	Bath ON	5775 Bath Rd. K0H 1G0
		Beaver Creek Institution	Medium	Gravenhurst ON	2000 Beaver Creek Drive P1P 1Y2
		Grand Valley Institution for Women	Multi-Level	Kitchener ON	1575 Homer Watson Blvd N2P 2C5
		Millhaven Institution	Maximum	Bath ON	PO Box 280 Hwy 33 5775 Bath Road K0H 1G0
		Collins Bay Institution	Multi-Level	Kingston ON	1455 Bath Road K7M 4X2
		Joyceville Institution	Medium	Kingston ON	Highway 15 K7L 4X9
		Warkworth Institution	Medium	Campbellford ON	County Road #29 K0L 1L0
2	Prairies	Bowden Institution	Medium	Innisfail AB	Highway #2 T4G 1V1
		Drumheller Institution	Medium	Drumheller AB	Highway #9 T0J 0Y0
		Stony Mountain Institution	Medium	Winnipeg MB	PO Box 4500 Hwy 7 R3C 3W8
		Saskatchewan Penitentiary	Multi-Level	Prince Albert SK	PO Box 160 15th St W S6V 5R6
		Regional Psychiatric Centre	Multi-Level	Saskatoon SK	PO Box 9243 2520 Central Ave N S7K 3X5



		Okimaw Ohci Healing Lodge	Medium	Maple Creek SK	PO Box 1929 S0N 1N0
		Grande Cache Institution	Medium	Grande Cache AB	Bag 4000 Hoppe Ave T0E 0Y0
		Edmonton Institution for Women	Multi-Level	Edmonton AB	11151 178th St T5S 2H9
		Edmonton Institution	Maximum	Edmonton AB	21611 Meridian Street T5Y 6E7
2	Pacific	Kent Institution	Maximum	Agassiz BC	4732 Cemetery Road V0M 1A0
		Pacific Institution / Regional Treatment Centre	Multi-Level	Abbotsford BC	PO Box 3000 33344 King Rd V2S 4P4
		Fraser Valley Institution	Multi-Level	Abbotsford BC	33344 King Rd V2S 6J5
		Mountain Institution	Medium	Agassiz BC	4732 Cemetery Rd V0M 1A0
		Mission Institution	Medium	Mission BC	PO Box 60 8751 Stave Lake St V2V 4L8
		Matsqui Institution	Medium	Abbotsford BC	33344 King Rd V2S 4P3

#### 4. GOVERNANCE

##### 4.1 Language of Work

4.1.1. All meetings, telephone or videoconference discussions, email correspondence, and other communications with the Project Authority must be conducted in English as required by the Project Authority.

4.1.2. Verbal and written communications with all CSC work locations and personnel must be in English or French as required by the Technical Authority.

##### 4.2 Roles

4.2.1. Overall project management responsibility will lie with the Project Authority. The Project Authority will manage all aspects of liaison with the Contractor in terms of technical issue resolution, change management, project timeline management, and other delivery issues and will act as the focal point for all CSC personnel-related interfaces.

4.2.2. Each delivery location will have a designated Institutional Representative. The Institutional Representative will provide guidance on the detailed location of where the C-UAS will be deployed and coordinate operator training.

4.2.3. The Contractor must designate a single qualified person as the Contractor Representative. The Contractor Representative must act as the focal point for all Contractor issues regarding delivery of service as well as providing a single point of contact for any items requiring contact with the Project



Authority for issue resolution, change management, timeline management, system maintenance and repairs, and other delivery issues.

4.2.4. The Contractor Representative must be the sole resource permitted to communicate with CSC unless express permission is provided by the Project Authority. Members of the Contractor management team must direct all communications with CSC through the Contractor Representative.

## 5. SYSTEM ACCEPTANCE

5.1 The Contractor must prepare and provide the documents describing: number, type and details of equipment, subsystem and system tests for CSC review and approval.

5.2 The following documents must be approved before any formal testing and will consist of the following (Refer to ES/SOW-0101 for description of the following requirements):

- a) System Test Plan;
- b) Test Procedures;
- c) Acceptance Test Plans (ATPs).

5.3 All tests are conducted by the Contractor must be witnessed by a CSC representative. Tests will be conducted as stipulated in the approved plan and procedures. The Contractor must inform CSC at least five (5) working days before the test start date.

5.4 Contractor personnel operating drones within CSC Class F restricted airspace must have a Pilot Certificate – Advanced Operations issued by Transport Canada, and ensure that test flights are conducted in accordance with the Canadian Aviation Regulations and Standards. A copy of the pilot certificate must be provided to the Project Authority upon request.

## 6. MAINTENANCE

6.1 The Contractor will be responsible for the performance of all levels of maintenance for the duration of the lease after system deployment to the scope and depth defined and the Contractor will be responsible for all costs.

6.2 The Contractor is responsible for:

- a) Maintaining the C-UAS in accordance with a preventive maintenance schedule;
- b) Providing any required C-UAS maintenance support;
- c) The inspection and corrective maintenance/repair of the C-UAS, as required;
- d) Regular updates the C-UAS software including patches, upgrades, and fixes;
- e) A Canadian or toll-free phone number to a helpdesk that, through a live conversation from 8:00 to 16:00 Eastern Time Zone or a voice mailbox, must provide a response to a call from CSC within two (2) working hours in English or French as requested;
- f) Mean Time to Repair (MTTR), defined as the total time from notification of repair requirements to system ready status, must not exceed 14 business days. The MTTR includes all diagnostic activities;
- g) Maintaining all existing operating configurations, settings and parameters after any repairs or upgrades; and providing any necessary parts to fix and/or replace the equipment, including shipping/delivery/customs and brokerage charges, as applicable.

6.3 Operator maintenance will be restricted to supplying device-generated error reports or logs, adhering to remote technical support instructions that do not necessitate the use of any tools or equipment, and/or daily system upkeep that takes less than 15 minutes to complete.

6.4 Routine operator maintenance should be kept to a minimum. The daily upkeep of the system, which may comprise of a visual check and/or a Built-In-Test (BIT), should not exceed a duration of 15 minutes. Furthermore, the repair or replacement of non-structural components, which do not necessitate any tools or specialized technical training, should be planned and executed as proactively as possible.



## 7. SYSTEM RE-DEPLOYMENT

7.1 For non-portable systems that require installation/conduit, CSC may require that the system be re-deployed to another location of work during the lease period.

7.2 The offeror will be responsible to remove the system from the current location in line with CSC's specifications/standards, deliver the system to the new location of work, and install the equipment, ensuring compliance with the performance standards set by the Technical Authority for CSC. Prior to the installation, the Contractor must prepare and present an installation plan for approval by the Technical Authority. All costs associated with the installation, as well as the subsequent removal at the lease's conclusion, in line with CSC specifications/standards, will be borne by the Contractor. After the installation is completed, the Technical Authority will undertake an assessment. Depending on the outcome, the installation will be approved or suggestions for modifications will be provided.

7.3 A successful system acceptance test must also be conducted at the new location of work, in accordance with Section 5 – System Acceptance.





## ANNEX B - TECHNICAL REQUIREMENTS

### CSC AND CONTRACTOR SUPPLIED INFRASTRUCTURE

#### 1. Network connectivity

1.1 No network access will be provided by CSC.

1.2 Should internet connectivity be required, the Contractor must implement their self-contained network solution, such as a cellular modem, that has secured approval from CSC and necessitates no permanent infrastructural installations. It is imperative to note that only mandatory maintenance logs essential for device upkeep are permissible for sharing. All operational logs, including detections and related activities, must remain strictly offline and solely accessible to authorized CSC personnel.

#### 2. Electrical Power

2.1 While standard 120V/15A outlets will be provided, if the Contractor's identified installation location is without power, they should use a battery pack or ensure the installation adheres to CSC standards. Any modifications or installations must receive approval from the technical authority.

2.2 For vehicle mounted systems, the system must operate on the vehicle's standard 12V electrical system, a battery pack, a generator or from a 120V/15A outlet.

#### 3. Cables and Conduits

3.1 If cables and conduits need to be installed (e.g. for communication between the C-UAS and the system console), installation will be the responsibility of the Contractor.

3.2 Installation must be done as per applicable Electrical Codes.

3.3 Installation must meet the applicable requirements of the following CSC documents:

- a) Technical Criteria for Correctional Institutions
- b) ES/SOW-0101 Statement of Work for Installation of Electronic Systems
- c) ES/SOW-0102 Statement of Work for Quality Control of Electronic Systems Installations
- d) ES/SOW-0110 Statement of Work for Structured Cable Systems for Electronic Systems Installations
- e) ES/SPEC-0006 Conduit Space and Power Requirements for Security Systems

#### 4. DEFINITIONS

Administrator level: Privilege level allowing full control over the system and includes all the operator level privileges.

Library: a database that the detection system uses to identify and classify various drone models based on their unique radio frequency signatures. Each drone model typically has a distinct radio frequency profile. The detector analyzes the radio frequency spectrum in its vicinity and compares the detected signals to the information in its library. When the system finds a match between the detected signal and a known drone signature, it can then determine the presence of a drone and provide information about the specific drone model.

Operating range: The range at which the system can detect, track and identify the UAS.

Operator level: Privilege level allowing operation of the system to detect, track, identify UAS activity.

Radio apparatus: a device or combination of devices intended for, or capable of being used for, radio communication.



System console: console used to monitor UAS activity in real time and access previous tracking data.

## 5. SYSTEM REQUIREMENTS

### 5.1 Command and Control Requirements

#### 5.1.1 The C-UAS must:

- a) Provide a dedicated system control console, including a graphical user interface (GUI);
- b) Have an interface with different user profiles to control access levels (e.g. administrator level and operator level);
- c) Limit system access privileges, user configurations and system configuration to the administration level;
- d) Include data extraction capabilities (e.g. USB) as part of the system console;
- e) Record, track and retain flight path information for a minimum of three (3) months for all UAS activity within the operating range;
- f) Allow the administrator to generate reports on identified UAS and flight path information relative to each identified UAS;
- g) Not allow nor require any external live communication connectivity to CSC's network infrastructure;
- h) Have a GUI that users can select to be displayed in English and French;
- i) Provide visual and audible alarm notifications when a UAS is detected within the C-UAS operating range;
- j) Be capable of deleting all protected information recorded or stored on the system during the service contract before the device is returned to the Contractor.

### 5.2 C-UAS Requirements

5.2.1 The objective is to provide awareness of nearby UAS threats in order to initiate the operational response to an air intrusion and prevent contraband from entering the institution.

#### 5.2.2 The C-UAS must be able to:

- a) Detect the presence of UAS within an operating range of 5 km minimum from the system location;
- b) Track the UAS threat;
- c) Detect and track minimum of three (3) UAS simultaneously;
- d) Record the date and time of detected UAS activity.

### 5.3 When the information is being transmitted, the C-UAS must be able to:

- a) Provide flight paths, viewed as an overhead aerial map;
- b) Identify the take-off location (longitude/latitude);
- c) Identify the location of the remote controller (longitude/latitude);
- d) Identify Commercial Off the Shelf (COTS) UAS (manufacturer, model and serial number);

5.4 The C-UAS must be capable of running 24 hours a day, seven (7) days a week, not including scheduled maintenance;

5.5 The C-UAS must be updated when new functionalities, libraries or databases are implemented by the manufacturer;

5.6 If the C-UAS relies on a pre-defined library/database for detection, the library must be updated at least once every 90 days to ensure that the system remains able to detect new COTS UAS;

5.7 If the C-UAS relies on a pre-defined library, it must be also capable of detecting potential UAS threats that aren't defined in said library.

## 6. Innovation, Science and Economic Development Canada (ISED) Requirements



6.1 The C-UAS must operate in compliance with all applicable laws and regulations, including the *Radiocommunication Act* and *Radiocommunication Regulations*, as well as any applicable ISED standards, procedures, certification and licensing requirements (e.g. Radio Standard Specifications, Interference Causing Equipment Standards, etc.). Without limiting the generality of the foregoing:

- a) Category I equipment must have, or be able to obtain, a technical acceptance certificate from ISED or a recognized certification body;
- b) Category II equipment exempt from certification must comply with all applicable ISED procedures and standards;
- c) Unless the radio apparatus is set out in, and meets a standard set out in, the Licence-exempt Radio Apparatus Standards List, the Contractor must have a valid radio license that authorizes CSC as a lessee of the radio apparatus to install, operate and possess the radio apparatus, or CSC must be eligible for, and able to obtain, a radio license to install, operate and possess the equipment;

## 7. REFERENCES

### 7.1 Environment

#### 7.1.1 All outdoor components must:

Operate between -30°C and +40°C;  
Operate in winds up to 80 km/h and have an Ingress Protection Rating enabling them to operate in rain, mist, snow, fog, and icing conditions, day and night or be provided with other means to ensure components are adequately protected.

#### 7.1.2 Any indoor equipment must:

Be capable of continuous operation;  
Start and operate from 5°C to 30°C;  
Start and operate from 20% to 80% non-condensing humidity.



## ANNEX C – Proposed Basis of Payment

### 1.0 Initial Period of Standing Offer: From Date of Standing Offer Award to one year later.

The following Basis of Payment will apply to any call-up issued against this Standing Offer.

1.1 For the provision of services as described in Annex A - Statement of Work, the Contractor will be paid the following all-inclusive firm rates, applicable taxes extra.

**Note the following for evaluation purposes:**

- The estimated quantity of 12 for Lease Services will be used for the purpose of evaluation.
- The estimated number of days for the Additional Operator Training Sessions (10 days) and for the System Re-deployment (10 days) will be used for the purpose of evaluation.

#### STREAM 1 - Atlantic, Quebec and Ontario Regions

Services	Estimated Quantity	Lease Rate	Price
Lease of C-UAS	12	Per month	

1.2 For the provision of services as described in Annex A – Statement of Work, the Contractor will be paid the following all-inclusive Per Diem Rates, applicable taxes extra.

Services	Estimated Number of Days	Firm Per Diem Rate	Price
Additional Operator Training Sessions	10		
System Re-deployment	10		
		Total	

**Note:** Partial days will be prorated based on actual hours worked based on 7.5 hour workday.

#### STREAM 2 - Prairie and Pacific regions

Services	Estimated Quantity	Lease Rate	Price
Lease of C-UAS	12	Per month	

1.2 For the provision of services as described in Annex A – Statement of Work, the Contractor will be paid the following all-inclusive Per Diem Rates, applicable taxes extra.

Services	Estimated Number of Days	Firm Per Diem Rate	Price
Additional Operator Training Sessions	10		
System Re-deployment	10		
		Total	

**Note:** Partial days will be prorated based on actual hours worked based on 7.5 hour workday.

### 2.0 Options to Extend the Standing Offer Period:

Subject to the exercise of the option to extend the Standing Offer period in accordance with Article 4.2 of the original Standing Offer, Options to Extend the Standing Offer, the Contractor will be paid the firm all inclusive Rate(s), in accordance with the following table, Applicable Taxes extra, to complete all Work and



services required to be performed in relation any call-up issued as a result of the Standing Offer extension.

**2.1 First Option Period**

**STREAM 1 - Atlantic, Quebec and Ontario Regions**

Services	Estimated Quantity	Lease Rate	Price
Lease of C-UAS	12	Per month	

2.1.1 For the provision of services as described in Annex A – Statement of Work, the Contractor will be paid the following all-inclusive Per Diem Rates, applicable taxes extra.

Services	Estimated Number of Days	Firm Per Diem Rate	Price
Additional Operator Training Sessions	10		
System Re-deployment	10		
		Total	

**Note:** Partial days will be prorated based on actual hours worked based on 7.5 hour workday.

**STREAM 2 - Prairie and Pacific regions**

Services	Estimated Quantity	Lease Rate	Price
Lease of C-UAS	12	Per month	

2.1.1 For the provision of services as described in Annex A – Statement of Work, the Contractor will be paid the following all-inclusive Per Diem Rates, applicable taxes extra.

Services	Estimated Number of Days	Firm Per Diem Rate	Price
Additional Operator Training Sessions	10		
System Re-deployment	10		
		Total	

**Note:** Partial days will be prorated based on actual hours worked based on 7.5 hour workday.

**2.2 Second Option Period**

**STREAM 1 - Atlantic, Quebec and Ontario Regions**

Services	Estimated Quantity	Lease Rate	Price
Lease of C-UAS	12	Per month	

2.2.1 For the provision of services as described in Annex A – Statement of Work, the Contractor will be paid the following all-inclusive Per Diem Rates, applicable taxes extra.

Services	Estimated Number of Days	Firm Per Diem Rate	Price
Additional Operator Training Sessions	10		
System Re-deployment	10		



		Total	
--	--	-------	--

**Note:** Partial days will be prorated based on actual hours worked based on 7.5 hour workday.

**STREAM 2 - Prairie and Pacific regions**

Services	Estimated Quantity	Lease Rate	Price
Lease of C-UAS	12	Per month	

2.2.1 For the provision of services as described in Annex A – Statement of Work, the Contractor will be paid the following all-inclusive Per Diem Rates, applicable taxes extra.

Services	Estimated Number of Days	Firm Per Diem Rate	Price
Additional Operator Training Sessions	10		
System Re-deployment	10		
		Total	

**Note:** Partial days will be prorated based on actual hours worked based on 7.5 hour workday.

**3.0 Total Estimated Price for Initial Standing Offer Period and Two Option Years:**

**STREAM 1 - Atlantic, Quebec and Ontario Regions**

Services	Price for Initial Standing Offer Period	Total Price for Two Option Periods	Estimated Price
Lease of C-UAS			
Additional Operator Training Sessions			
System Re-deployment			
		<b>Total Estimated Price</b>	

**STREAM 2 - Prairie and Pacific regions**

Services	Price for Initial Standing Offer Period	Total Price for Two Option Periods	Estimated Price
Lease of C-UAS			
Additional Operator Training Sessions			
System Re-deployment			
		<b>Total Estimated Price</b>	

**4.0 Applicable Taxes**

4.1 All prices and amounts of money in the contract are exclusive of Applicable Taxes, unless otherwise indicated. Applicable Taxes are extra to the price herein and will be paid by Canada.



4.2 The estimated Applicable Taxes of \$ (*To Be Inserted at Standing Offer Award*) are included in the total estimated cost shown on page 1 of this Contract. The estimated Applicable Taxes will be incorporated into all invoices and progress claims and shown as a separate item on invoices and progress claims. All items that are zero-rated, exempt, or to which taxes do not apply, are to be identified as such on all invoices. The Contractor agrees to remit to Canada Revenue Agency (CRA) any amounts of Applicable Taxes paid or due.

**5.0 Electronic Payment of Invoices - Bid**

Canada requests that Bidders complete option 1 or 2 below:

5.1 ( ) Electronic Payment Instruments will be accepted for payment of invoices.

The following Electronic Payment Instrument(s) are accepted:

- ( ) MasterCard Acquisition Card;
- ( ) Direct Deposit (Domestic and International).

5.2 ( ) Electronic Payment Instruments will not be accepted for payment of invoices.

The Bidder is not obligated to accept payment by Electronic Payment Instruments.

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



### ANNEX D - SECURITY REQUIREMENTS CHECKLIST

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#### 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	Correctional Service Canada	2. Branch or Directorate / Direction générale ou Direction Preventive Security and Intelligence
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 Service contract for leasing of Counter Uncrewed Aerial System (C-UAS) technology. Includes delivery, set-up/intallation and take down of the C-UAS system, as well as system maintenance and operator training.		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/> NA <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/> NA <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/> NA <input type="checkbox"/>
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 / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>

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

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

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

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

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

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

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

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

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

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

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

**PRODUCTION**

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

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

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

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

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

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

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

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

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



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PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées) Marc-Olivier Bouchard		Title - Titre Project Officer, PSI	Signature Katherine Vandermeij Brough <small>Digitally signed by Katherine Vandermeij Brough Date: 2023.09.11 14:15:00 -04'00'</small>
Telephone No. - N° de téléphone 343-597-8597	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel Marc-Olivier.Bouchard@csc-scc.gc.ca	Date
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées) Dominic St-Denis		Title - Titre Contracting Security Analyst	Signature StDenis, Dominic <small>Digitally signed by StDenis, Dominic DN: cn=C-A, o=GC, ou=CSC-SCC, y CN=StDenis, Dominic Reason: I am the author of this document Location: Date: 2023.09.11 16:09:41-04'00' Foxit PDF Editor Version: 12.1.3</small>
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées) Diana Todorova		Title - Titre Procurement Officer	Signature Todorova, Diana <small>Digitally signed by Todorova, Diana Date: 2023.09.11 15:31:19 -04'00'</small>
Telephone No. - N° de téléphone 343-552-1625	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel diana.todorova@csc-scc.gc.ca	Date
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées) Dominic St-Denis		Title - Titre Contracting Security Analyst	Signature StDenis, Dominic <small>Digitally signed by StDenis, Dominic DN: cn=C-A, o=GC, ou=CSC-SCC, y CN=StDenis, Dominic Reason: I am the author of this document Location: Date: 2023.09.11 16:09:59-04'00' Foxit PDF Editor Version: 12.1.3</small>
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
Unclassified





## ANNEX E - EVALUATION CRITERIA

### 1.0 Technical Evaluation:

#### 1.1 The following elements of the proposal will be evaluated and scored in accordance with the following evaluation criteria.

- i. Mandatory Technical Criteria
- ii. Rated Technical Criteria

It is **imperative** that the proposal **address each of these criteria** to demonstrate that the requirements are met.

#### 1.2 LISTING EXPERIENCE WITHOUT PROVIDING ANY SUBSTANTIATING DATA TO SUPPORT WHERE, WHEN AND HOW SUCH EXPERIENCE WAS OBTAINED WILL RESULT IN THE STATED EXPERIENCE NOT BEING CONSIDERED FOR EVALUATION PURPOSES.

1.3 All experience must be strictly work-related. Time spent during education and/or training will not be considered, unless otherwise indicated.

1.4 Experience must be demonstrated through a history of past projects, either completed or on-going.

1.5 References must be provided for each project/employment experience.

I. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a Public Servant**, the reference must be a Public Servant who had a supervisory role over the proposed resource during the stated employment.

II. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a consultant**, the reference must be the Public Servant who was identified as the Project Authority of the project on which the proposed resource acquired the experience.

III. References must be presented in this format:

- a. Name;
- b. Organization;
- c. Current Phone Number; and
- d. Email address if available

### 1.6 Response Format

I. In order to facilitate evaluation of proposals, it is recommended that bidders' proposals address the mandatory criteria in the order in which they appear in the Evaluation Criteria and using the numbering outlined.

II. Bidders are also advised that the month(s) of experience listed for a project or experience whose timeframe overlaps that of another referenced project or experience will only be counted once. For example: Project 1 timeframe is July 2001 to December 2001; Project 2 timeframe is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.

III. For any requirements that specify a particular time period (e.g., 2 years) of work experience, CSC will disregard any information about experience if the technical bid does not include the required month and year for the start date and end date of the experience claimed.



IV. CSC will also only evaluate the duration that the resource actually worked on a project or projects (from the start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.

**MANDATORY TECHNICAL CRITERIA**

#	Mandatory Technical Criteria	Bidder Response Description (include location in bid)	Met/Not Met
M1	The C-UAS solution must have a Graphical User Interface (GUI) that can be displayed in English and French.		
M2	The C-UAS solution must be capable of detecting and tracking at least the DJI Class 1 UAS as detailed in Table 1 within a 5 km radius from the detection device.		
M3	The C-UAS solution must be capable of detecting the Autel Class 1 UAS as detailed in Table 1 within a 5 km radius from the detection device.		
M4	Power requirements. The C-UAS solution must not require more than a 120V/15A outlet per device.		
M5	The C-UAS solution must provide the ability to establish user profiles for operators that require a secure password and access.		
M6	<p>The C-UAS solution's control console must provide the following features:</p> <ul style="list-style-type: none"> <li>.1 Data extraction capabilities (e.g. USB)</li> <li>.2 An accessible database that records and stores UAS activity and flight paths for a minimum period of three (3) months.</li> <li>.3 Reports that can be generated by administrators.</li> <li>.4 Audible and visual alarm notifications when a UAS is detected within operating range.</li> </ul>		
M7	The C-UAS solution must alert the operator of any faults or conditions that could disable the system or cause diminished detection capabilities.		
M8	The Offeror must be able to provide electronic copies of the operator manuals for the C-UAS solution in both English and French.		
M9	The C-UAS solution must be capable of tracking a minimum of three (3) UAS simultaneously.		



#	Mandatory Technical Criteria	Bidder Response Description (include location in bid)	Met/Not Met
M10	<p>When the information is being transmitted, the C-UAS must be able to:</p> <ul style="list-style-type: none"> <li>a) Provide flight paths, viewed as an overhead aerial map;</li> <li>b) Identify the take-off location (longitude/latitude);</li> <li>c) Identify the location of the remote controller (longitude/latitude);               <ul style="list-style-type: none"> <li>iii. Identify Commercial Off the Shelf (COTS) UAS (manufacturer, model and serial number);</li> </ul> </li> </ul>		
M11	<p>The offeror must have at least two years of experience in the maintenance/service of C-UAS systems.</p> <p>The Offeror must provide the following information:</p> <ul style="list-style-type: none"> <li>i. Project title and scope</li> <li>ii. Reference contact information</li> <li>iii. Starting date of the project</li> <li>iv. Number and type of devices installed under the project</li> </ul>		

**POINT RATED TECHNICAL CRITERIA**

#	Point Rated Technical Criteria	Max Score	Bidder Response (Bidder to explain how points are obtained and reference location in bid)
R1	<p>The Offeror should detail their experience installing C-UAS systems in high-security facilities. The following facilities are acceptable:</p> <ul style="list-style-type: none"> <li>a. Prisons, jails, detention centres, or equivalent correctional institutions</li> <li>b. Ports, secure shipping facilities, and other border crossings</li> <li>c. Airports</li> <li>d. Nuclear facilities</li> <li>e. Government critical infrastructure projects including, but not limited to: defence establishments, power distribution facilities and government buildings.</li> </ul>	<p>2.5 points will be awarded for each detector installed within the last five years.</p> <p>Max 10 points.</p>	



#	Point Rated Technical Criteria	Max Score	Bidder Response (Bidder to explain how points are obtained and reference location in bid)
	The Offeror must provide the following information to be awarded points: i. Project title and scope ii. Reference contact information iii. Starting date of the project iv. Number and type of devices installed under the project		
R2	Library (Size of it) 200+ = 25 100+ =20 50+ = 10	25	
R3	Availability to whitelist drones and classified them as not a threat. Y=10 N=0	10	
R4	The C-UAS library must be updatable at least once every 90 days.  Every 30 days = 10 Every 90 days = 5	10	
R5	Ability to detect modified off the shelf (MOTS) drones and Do it Yourself (DIY) drones, and/or moving objects that are likely a drone Y=20 N=0	20	
R6	Device Portability Portable but AC required = 20 Installation/conduit required =10	20	
R7	The C-UAS solution is capable of tracking the Autel Class 1 UAS as detailed in Table 1 within a 5 km radius from the detection device. Y=20 N=0	20	
	Total # of points	115	
	Minimum Score Required:	45	