



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

[solicitation-demandedesoumission@cnscccsn.gc.ca](mailto:solicitation-demandedesoumission@cnscccsn.gc.ca)

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

**Proposal To:** Canadian Nuclear Safety Commission

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

**Proposition aux:** Commission canadienne de sûreté nucléaire

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

**Instructions :** See Herein

**Instructions:** Voir aux présentes

**Vendor/Firm Name and address  
Raison sociale et adresse du fournisseur/de l'entrepreneur**

**Issuing Office – Bureau de distribution**

Canadian Nuclear Safety Commission – Commission canadienne de sûreté nucléaire

<b>Title – Sujet</b>	
R781.1 - Database Development and Data Analysis of the Regional Information and Monitoring Network (RIMNet) - Ottawa River Watershed	
<b>Solicitation No. – N° de l'invitation</b>	<b>Date</b>
5000075513	January 24, 2024
<b>Client Reference No. – N° référence du client</b>	
5000075513	
<b>Solicitation Closes – L'invitation prend fin</b>	<b>Time Zone - Fuseau horaire</b>
March 5, 2024 at 11:00 a.m.	Eastern Standard Time (EST)
<b>Address Inquiries to : - Adresser toutes questions à:</b>	
Daniel Tilsley Contracting Specialist Canadian Nuclear Safety Commission <a href="mailto:solicitation-demandedesoumission@cnscccsn.gc.ca">solicitation-demandedesoumission@cnscccsn.gc.ca</a>	
<b>Destination of Services: Destination des services :</b>	
Canadian Nuclear Safety Commission 280 Slater Street Ottawa, ON K1P 5S9	

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



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It is understood that the procurement of services for the Canadian Nuclear Safety Commission (CNSC) falls under the provisions of the *Nuclear Safety and Control Act, S.C. 1997, c. 9*.

## PART 1 – GENERAL INFORMATION

### 1.1 Introduction

The bid solicitation is divided into six parts plus attachment and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided; and
- Part 6 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Technical Criteria are included as an attachment.

The Annexes include the Statement of Work, Basis of Payment and Security Requirements Check List.

### 1.2 Security Requirements

There is no security requirement associated with the requirement.

### 1.3 Summary

The Environmental Review Division (ERD) of the Canadian Nuclear Safety Commission (CNSC) has a requirement for a contractor to complete the analysis task component of the RIMNet initiative. This includes all steps necessary to complete a temporal and spatial analysis of the provided data for multiple monitoring data media, and a written report summarizing the methodology and results of the analysis, as further defined in Annex A, Statement of Work.

The requirement is subject to the provisions of the Canada-Honduras Free Trade Agreement, Canada-United Kingdom Trade Continuity Agreement, World Trade Organization - Agreement on Government Procurement, Canada-Chile Free Trade Agreement, Canada-Peru Free Trade Agreement, Canada-Colombia Free Trade Agreement, Canada-Panama Free Trade Agreement, Comprehensive and Progressive Agreement for Trans-Pacific Partnership, Canadian Free Trade Agreement, Canada-Ukraine Free Trade Agreement, Canada-Korea Free Trade Agreement, and Comprehensive Economic Free Trade Agreement if it is in force.



The resulting contract will not include deliveries of services and goods within locations within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirements for deliveries of services and goods within locations within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador that are subject to CLCAs will have to be treated as a separate procurement not forming part of the bid solicitation.

#### 1.4 Debriefings

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



## PART 2 – BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

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

The 2003 (2023-06-08) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation. The following changes are made:

- a) Replace references to “Canada” and “Public Works and Government Services Canada” (or “PWGSC”) with “Canadian Nuclear Safety Commission” (CNSC).
- b) Amend subsection 4 of section 5, Submission of Bids, as follows:  

Delete: 60 days  
Insert: 180 days
- c) Delete subsection 1a and 1b of section 12, Rejection of Bid, and replace with:
  - 12.1.a. Bidders are advised that the CNSC reserves the right to consider, as part of its evaluation, any unsatisfactory performance in a previous or current project performed by the bidder, proposed subcontractor or individual proposed resource either on contract or under previous CNSC employment.
  - 12.1.b. Additionally, bidders shall take note that once awarded, the performance of the contractor during and upon completion of the work shall be evaluated by the CNSC. The evaluation may include all or some of the following criteria: quality of deliverables, timeliness of completion of the work, project management, contract management, and cost. Should the contractor's performance be considered unsatisfactory, the contractor may be declared ineligible for future CNSC contracts.
- d) Amend section 18, Conflict of Interest – Unfair Advantage, as follows:
  - 18.4 The CNSC reserves the right to review real, potential or apparent conflict(s) of interest. Bidders must disclose any of their activities related to the subject of the statement of work that are licensed by the CNSC. Bidders are also required to disclose any involvement in previous, current or planned work undertaken for a CNSC licensee that is or may be related to the subject of the statement of work. Such activities or work are not in themselves grounds for rejection; however, proposals to review previous work contributed by the bidder on behalf of a CNSC licensee, and proposals to make recommendations affecting the CNSC licensing decisions in which the bidder has a financial or non financial interest may be rejected.



- 18.5 Bidders must address in detail, in their submitted bids, any real, potential or apparent conflict(s) of interest they may encounter while performing the work, and must substantiate which measures they are taking to prevent the conflict(s). If in doubt about a particular situation, bidders may contact the Contracting Authority before bid closing. The CNSC reserves the right to reject any bids in which a real, potential or apparent conflict of interest exists.

## 2.2 Submission of Bids

Bids must be submitted only to the Canadian Nuclear Safety Commission by the date, time and location indicated below:

Date: March 5, 2024

Time: 11:00 a.m. Eastern Standard Time (EST)

Location: [solicitation-demandedesoumission@cnsccsn.gc.ca](mailto:solicitation-demandedesoumission@cnsccsn.gc.ca)

Due to the nature of this solicitation, bids submitted by facsimile or physical mail (courier, Canada Post, etc.) will not be accepted. Only bids submitted by electronic mail (email) will be accepted.

## 2.3 Enquiries - Bid Solicitation

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

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

## 2.4 Applicable Laws

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

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

## 2.5 Bid Challenge and Recourse Mechanisms

Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.

Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's Buy and Sell website, under the heading "Bid Challenge and Recourse Mechanisms" contains information on potential complaint bodies such as:



- a) Office of the Procurement Ombudsman (OPO); and
- b) Canadian International Trade Tribunal (CITT)

Suppliers should note that there are strict deadlines for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.





## PART 3 – BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

The CNSC requests that the Bidder submit its bid by electronic mail (email). The CNSC's email system has a limit of fifteen (15) MB per individual email.

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

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

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

Due to the nature of the bid solicitation, bids transmitted by facsimile or physical mail will not be accepted.

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- use letter size dimensions;
- use a numbering system that corresponds to the bid solicitation;
- include a table of contents at the beginning of every section; and
- submitted in Portable Document Format (.pdf) or Microsoft Word 97/2000 (.doc).

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

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

#### **Section II: Financial Bid**

Bidders must submit a firm all inclusive price per deliverable for the work detailed in Annex A, Statement of Work.

Bidders must submit their financial bid in accordance with Part 4, Evaluation Procedures and Section 6.7. Payment of Part 6, Resulting Contract Clauses.



**Section III: Certifications**

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



## PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

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

a) Technical Evaluation

Point Rated Technical Criteria: Refer to Attachment 1 to Part 4, Technical Criteria. Bids which fail to obtain the required minimum number of points specified will be declared non-responsive. Each point rated technical criterion should be addressed separately.

b) Financial Evaluation

- i. Bidders should complete the pricing schedule found at Annex B, Basis of Payment, and include it in its financial bid once completed. At a minimum, the Bidder must respond to the pricing schedule by including in its financial bid the quoted all-inclusive firm price per deliverable (in Cdn \$) for each of the requirements identified.
- ii. The Bidders financial proposal will be the sum of all-inclusive firm price deliverables (task 6.4 + task 6.7 + task 6.9 + task 6.10 = total bid price).
- iii. The price of the financial bid will be evaluated in Canadian dollars, with Applicable taxes excluded and Customs duties included.

An evaluation team composed of representatives of Canada will evaluate the bids.

### 4.2 Basis of Selection – Highest Combined Rating of Technical Merit and Price

- a) To be declared responsive, a bid must:
  - i. comply with all the requirements of the bid solicitation; and
  - ii. obtain the required minimum of 26 points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 37 points.
- b) Bids not meeting i. and ii. will be declared non-responsive.
- c) The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.
- d) 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 60%.
- e) To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
- f) For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.



- g) 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 award of a contract.
- h) The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

Example: Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)

		Bidder 1	Bidder 2	Bidder 3
<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>	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
	<b>Pricing Score</b>	$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
<b>Combined Rating</b>		83.84	75.56	80.89
<b>Overall Rating</b>		1st	3rd	2nd



## ATTACHMENT 1 TO PART 4, TECHNICAL CRITERIA

### 1.0 Mandatory Criteria

Mandatory Technical Criteria	Bid Preparation Instructions	Bidder's Substantiating Information
<p><b>M1. Certification</b></p> <p>The Bidder's proposed Project Lead must have an advanced level degree in environmental statistical analysis or in a related discipline from a recognized university.</p> <p>An advanced level degree is defined as any academic or professional degree or a foreign equivalent degree above that of a baccalaureate.</p> <p>The list of recognized universities can be found at the following website: <a href="https://www.canada.ca/en/employment-social-development/programs/designated-schools.html">https://www.canada.ca/en/employment-social-development/programs/designated-schools.html</a></p>	<p>The Bidder must provide a copy of the required certification with their bid.</p>	
<p><b>M2. Datasets Experience</b></p> <p>The Bidder's proposed Project Lead must have five (5) years of experience within the last ten (10) years, as of date of bid closing, in the comparison/amalgamation of large datasets.</p>	<p>To demonstrate experience, the Bidder must reference projects. For the referenced project(s), the Bidder must include the following information in their response:</p> <ol style="list-style-type: none"><li>1) Name of client organization;</li><li>2) Start and end date of project;</li><li>3) Nature and scope of project, including a description of the tasks and deliverables;</li><li>4) Outcome/results of the project;</li><li>5) Specific role and responsibilities.</li></ol> <p>The Bidder should also provide a client reference for the</p>	



	<p>referenced project(s), including the name, title, role in project, telephone number and email address of the contact.</p> <p>If not provided with the bid, the client reference must be provided upon request of the contracting authority.</p>	
<p><b>M3. Analysis Experience</b></p> <p>The Bidder's proposed Project Lead must have completed temporal and spatial analysis of large environmental datasets in two (2) projects within the last ten (10) years, as of date of bid closing.</p>	<p>To demonstrate experience, the Bidder must reference two (2) completed projects. For the referenced projects, the Bidder must include the following information in their response:</p> <ol style="list-style-type: none"><li>1) Name of client organization;</li><li>2) Start and end date of project;</li><li>3) Nature and scope of project, including a description of the tasks and deliverables;</li><li>4) Outcome/results of the project;</li><li>5) Specific role and responsibilities.</li></ol> <p>The Bidder should also provide a client reference for the referenced projects, including the name, title, role in project, telephone number and email address of the contact.</p> <p>If not provided with the bid, the client reference must be provided upon request of the contracting authority.</p>	



2.0 Point-Rated Technical Criteria

Point-Rated Criteria	Scoring	Bid Preparation Instructions	Bidder's Substantiating Information
<p><b>R1. Methodology</b></p> <p>The Bidder should demonstrate their understanding of the project by including a methodology for the work described at Appendix A, Statement of Work.</p>	<p><b>Five (5) Points Maximum</b></p> <p><u>Zero (0) Point</u> Not provided or incorrect understanding of the work.</p> <p><u>One (1) Point</u> Verbatim from the statement of work and/or understanding of the work is not demonstrated.</p> <p><u>Three (3) Points</u> Understanding of the work is demonstrated by relating to the scope and objectives of the project.</p> <p><u>Five (5) Points</u> Understanding of the work demonstrated by relating to the scope and objectives, and by providing examples of past projects.</p>	<p>The Bidder should describe their understanding of the work by including the following items in their response:</p> <ol style="list-style-type: none"> <li>1. A description detailing their understanding of the scope and objectives.</li> <li>2. Examples of past projects, which are relevant to the work described at Appendix A, Statement of Work.</li> </ol>	
<p><b>R2. Work Plan</b></p> <p>The Bidder should demonstrate an approach for completing the work described in Appendix A, Statement of Work.</p>	<p><b>Four (4) Points Maximum</b></p> <p><u>Zero (0) Points</u> Project schedule and work plan are not provided, or the details provided are not relevant and do not meet the requirements outlined in the Statement of Work.</p>	<p>The Bidder should include the following items in their response:</p> <ol style="list-style-type: none"> <li>1. Description of the Bidder's understanding of the requirements by including a list of specific tasks and deliverables for the work, detailing the approach taken.</li> </ol>	



	<p><u>Two (2) Points</u> Project schedule and work plan are provided with some, but not all, of the items (1 to 4) required, or the provided schedule alongside the work plan seems unrealistic.</p> <p><u>Four (4) Points</u> The schedule and work plan includes all the items (1 to 4) required and address all the tasks and deliverables outlined in the Statement of Work. The schedule is achievable and realistic.</p>	<ol style="list-style-type: none"> <li>2. Dependencies of each task and deliverable, where applicable.</li> <li>3. Associated start and end dates for each task and deliverable.</li> <li>4. A contingency for any unplanned lags or delays.</li> </ol>	
<p><b>R3. Resources</b></p> <p>The Bidder should demonstrate the proposed team that will be assigned to complete the work described in Appendix A, Statement of Work.</p>	<p><b>Four (4) Points Maximum</b></p> <p><u>Zero (0) Points</u> Proposed Team members are not provided.</p> <p><u>Two (2) Points</u> Proposed Team Members are identified; however, their roles are not well defined and/or level of effort per proposed resource is not provided.</p> <p><u>Four (4) Points</u> Proposed Team Members are identified, and their roles are outlined alongside a reporting structure, including the Project Lead and key personnel. Level of effort per proposed resource is identified.</p>	<p>The Bidder should include the following items in their response:</p> <ol style="list-style-type: none"> <li>1. Project Lead.</li> <li>2. Key personnel that will carry out the tasks.</li> <li>3. Roles of personnel and reporting structure.</li> <li>4. Level of effort for each proposed resource.</li> </ol>	





<p><b>R4. Risks</b></p> <p>The Bidder should demonstrate any potential risks and/or difficulties that could affect the outcome of the work and detail how they will mitigate the identified issues.</p>	<p><b>Four (4) Points Maximum</b></p> <p><u>Zero (0) Points</u> Risks are not provided, or the provided risks are not relevant to the Statement of Work, or the proposed measures are deemed inappropriate or insufficient to mitigate the risks.</p> <p><u>Two (2) Points</u> Risks are provided but are not likely to occur, or proposed measures for risk mitigation are not appropriate.</p> <p><u>Four (4) Points</u> Risks are provided and are applicable to the Statement of Work, and the proposed measures for risk mitigation are appropriate.</p>	<p>The Bidder should identify risks that have the potential to impact completion of the tasks and deliverables detailed in Appendix A, Statement of Work, and how these risks will be mitigated and accounted for.</p> <p>The following risks should be included in the response:</p> <ol style="list-style-type: none"><li>1. Resources are no longer available to complete the work.</li><li>2. Competing priorities.</li><li>3. Unforeseen events/circumstances (e.g., telecommunication outages).</li></ol>	
<p><b>R5. Project Lead Experience</b></p> <p>The Bidder's proposed Project Lead must have conducted temporal and spatial analysis of large environmental datasets within the last ten (10) years, as of date of bid closing.</p>	<p><b>Ten (10) Points Maximum</b></p> <p><u>Zero (0) Points</u> 0-2 Projects</p> <p><u>Two (2) Points</u> 3 Projects</p> <p><u>Four (4) Points</u> 4 Project</p> <p><u>Six (6) Points</u> 5 Projects</p>	<p>To demonstrate experience, the Bidder must reference completed projects. For the referenced projects, the Bidder must include the following information in their response:</p> <ol style="list-style-type: none"><li>1) Name of client organization;</li><li>2) Start and end date of project;</li><li>3) Nature and scope of project, including a description of the tasks and deliverables;</li><li>4) Outcome of the project;</li><li>5) Specific role and responsibilities.</li></ol>	



	<u>Eight (8) Points</u> 6 Projects  <u>Ten (10) Points</u> 7 Projects		
<b>R6. Team Experience</b>  The Bidder should demonstrate that the proposed team have experience in areas such as, but not limited to, temporal and spatial analysis of large environmental datasets, and/or comparison/amalgamation of large datasets.	<b><u>Ten (10) Points Maximum</u></b>  <u>Zero (0) Points</u> Team members have no experience, or the majority of team members have no experience.  <u>Five (5) Points</u> The majority of team members have experience.  <u>Ten (10) Points</u> All team members have experience.	To demonstrate experience, the Bidder must provide resumes for all proposed team members, which should include a list of projects completed alongside a short description of the work performed.	
<b>Total Available Points</b>	<b>37 Points</b>		
<b>Minimum Pass Mark (70%)</b>	<b>26 Points</b>		



## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

### 5.1 Certifications Required with the Bid

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

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

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

### 5.2 Certifications Precedent to Contract Award and Additional Information

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

#### 5.2.1 Integrity Provisions – Required Documentation

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

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

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

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



### 5.2.3 Status and Availability of Resources

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

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

### 5.2.4 Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

### 5.2.5 Former Public Servant - Competitive Bid

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

#### Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a) an individual;
- b) an individual who has incorporated;
- c) a partnership made of former public servants; or
- d) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum



payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

#### Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension?

Yes ( ) No ( )

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a) name of former public servant;
- b) date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2019-01 and the Guidelines on the Proactive Disclosure of Contracts.

#### Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

Yes ( ) No ( )

If so, the Bidder must provide the following information:

- a) name of former public servant;
- b) conditions of the lump sum payment incentive;
- c) date of termination of employment;
- d) amount of lump sum payment;
- e) rate of pay on which lump sum payment is based;
- f) period of lump sum payment including start date, end date and number of weeks;
- g) number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.



## PART 6 – RESULTING CONTRACT CLAUSES

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

It is understood that the procurement of services for the Canadian Nuclear Safety Commission (CNSC) falls under the provisions of the *Nuclear Safety and Control Act*, S.C. 1997, c. 9.

### 6.1 Security Requirements

There is no security requirement applicable to the Contract.

- a) The Contractor and/or its personnel MUST NOT have access to PROTECTED and/or CLASSIFIED information or assets.
- b) The Contractor and/or its personnel MUST NOT have unescorted access to Canadian Nuclear Safety Commission facilities and/or restricted access areas.
- c) The Contractor must comply with the provisions of the Security Requirement Check List attached to this Contract as Annex C.

### 6.2 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex A and the Contractor's technical bid entitled *To be inserted at Contract award*, dated *To be inserted at Contract award*.

### 6.3 Standard Clauses and Conditions

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

#### 6.3.1 General Conditions

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

- a) Replace section 27 with the following:
  - i. The contractor acknowledges that individuals who are subject to the provisions of the Conflict of Interest Act (S.C. 2006, c. 9, s. 2) the Conflict of Interest Code for Members of the House of Commons, the Values and Ethics Code for the Public Sector, the Treasury Board Policy on Conflict of Interest and Post- Employment, the CNSC Values and Ethics Code, the CNSC Conflict of Interest and Post-Employment Policy, the CNSC Directive on Reporting and Managing Financial Conflicts of Interest and/or all other codes of conduct applicable within specific federal organizations cannot derive any direct benefit resulting from the contract.
  - ii. Contractors, subcontractors, or any of their respective employees working full-time on CNSC premises must comply with the Values and Ethics Code for the Public Sector, the Treasury Board Policy on Conflict of Interest and Post-



Employment, the CNSC Values and Ethics Code, the CNSC Conflict of Interest and Post-Employment Policy and the CNSC Directive on Reporting and Managing Financial Conflicts of Interest.

- iii. Post-employment procedures apply to individuals who have left the public sector.
- iv. The CNSC Values and Ethics Code, CNSC Conflict of Interest and Post-Employment Policy and the CNSC Directive on Reporting and Managing Financial Conflicts of Interest can be found at <http://www.nuclearsafety.gc.ca/eng/about-us/values-and-ethics/index.cfm>

## 6.4 Term of Contract

### 6.4.1 Period of the Contract

The period of the Contract is from *To be inserted at Contract award* to *To be inserted at Contract award* inclusive.

## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

*To be inserted at Contract award*

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

### 6.5.2 Project Authority

The Project Authority for the Contract is:

*To be inserted at Contract award*

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

### 6.5.3 Contractor's Representative

The Contractor's Representative for the Contract is:

*To be inserted at Contract award*

## 6.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive



disclosure reports, in accordance with Contracting Policy Notice: 2019-01 of the Treasury Board Secretariat of Canada.

## 6.7 Payment

### 6.7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm all inclusive price per deliverable, as specified in Annex B.

### 6.7.2 Multiple Payments

Canada will pay the Contractor upon completion and delivery of deliverables 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.

### 6.7.3 T1204 - Direct Request by Customer Department

Pursuant to paragraph 221 (1)(d) of the Income Tax Act, R.S. 1985, c. 1 (5th Supp.), payments made by departments and agencies to contractors under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T1204 Government Service Contract Payments slip.

To enable departments and agencies to comply with this requirement, the Contractor must provide Canada, upon request, its business number or Social Insurance Number, as applicable. (These requests may take the form of a general call-letter to contractors, in writing or by telephone).

### 6.7.4 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using Direct Deposit.

## 6.8 Invoicing Instructions

- a) Invoices can be emailed to [finance@cnsccsn.gc.ca](mailto:finance@cnsccsn.gc.ca).
- b) The Contractor shall include the contract number and appropriate Applicable Taxes registration number on all invoices pertaining to the contract.
- c) The last and final invoice under the contract shall be clearly marked “final invoice”.





## 6.9 Certifications and Additional Information

### 6.9.1 Compliance

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

### 6.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in *To be inserted at Contract award*.

### 6.11 Priority of Documents

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

- a) the Articles of Agreement;
- b) 2010B (2022-12-01), General Conditions - Professional Services (Medium Complexity) Annex A, Statement of Work;
- c) Annex B, Basis of Payment;
- d) Annex C, Security Requirements Check List;
- e) the Contractor's bid dated *To be inserted at Contract award*.

### 6.12 Dispute Resolution

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



## ANNEX A, STATEMENT OF WORK

### 1.0 TITLE

R781.1 - Database Development and Data Analysis of the Regional Information and Monitoring Network (RIMNet) - Ottawa River Watershed

### 2.0 OBJECTIVE OF THE CONTRACT

The Environmental Review Division (ERD) of the Canadian Nuclear Safety Commission (CNSC) has a requirement for a contractor to complete the analysis task component of the RIMNet initiative. This includes all steps necessary to complete a temporal and spatial analysis of the provided data for multiple monitoring data media, and a written report summarizing the methodology and results of the analysis.

The outcome of this project will be posted on the Open Science and Data Platform in effort to build trust with Indigenous Nations and communities and members of the public and increase transparency of data available for the Ottawa River Watershed.

### 3.0 BACKGROUND

The CNSC is the nuclear energy and materials regulator in Canada. The mission of CNSC is to regulate the use of nuclear energy and materials to protect health, safety, security, and environment and to respect Canada's international commitments on the peaceful use of nuclear energy. Nuclear activities are carefully regulated to ensure their safe operation.

RIMNet is a joint initiative co-led by the CNSC and Environment and Climate Change Canada (ECCC) under their joint Memorandum of Understanding. Although this contract is led by the CNSC, staff will be collaborating with ECCC on the implementation of the contract.

The purpose of this initiative is to identify, document, summarize and publicly disseminate the environmental aspects associated with or of interest to past, existing, and potential future nuclear facilities and/or activities within the Ottawa River Watershed. This activity will provide a compendium of regional environmental information which may be used to guide and inform future environmental reviews and regulatory decisions related to proposed industrial development activities, including nuclear in the region.

The scope of RIMNet includes both nuclear and hazardous substances associated with nuclear facilities and activities on air and water quality, watershed dynamics (e.g., terrestrial deposition and catchment transport), and associated exposures to human and non-human biota. RIMNet will also include any available Indigenous knowledge, with the permission of the Indigenous Nations and communities. Anthropogenic and naturally occurring radioactive materials (NORM, where available) will be considered. If feasible, data on medical radioisotopes discharged via municipal sewer systems may also be considered to address the full range of nuclear activities in the regional study area.

The objective of the RIMNet Initiative is to collect existing information and knowledge relating to past, current and proposed nuclear facilities in the Ottawa River Watershed Basin. To date, information and data resources have been identified and collected collaboratively by the CNSC and ECCC through a systematic literature review, including published resources, internal repository documents, databases, and licensee documents. These information and data resources include scientific articles/publications, licensee documents, current environmental assessments of nuclear projects, Non-Governmental Organizations (NGOs)/Civil Society Organizations publications, Indigenous Knowledge, publicly available databases (quantitative and literature), and provincial & municipal government resources. CNSC and ECCC staff are currently



reviewing and extracting data, with quantitative data downloaded and saved for use during the database development and analysis stage.

#### 4.0 SCOPE OF WORK

The Contractor will evaluate the data, propose a formal database structure, and perform statistical analysis using the environmental data provided by the CNSC and ECCC.

Environmental data that will be analyzed includes, but is not limited to:

- Air and liquid emissions data
- Water quality
- Air quality
- Soil quality
- Groundwater quality
- Aquatic and terrestrial biota
- Dose rates to humans and non-human biota
- Climate change

For each dataset, the Contractor must identify an appropriate database structure for managing and supporting statistical analyses. The Contractor must also propose appropriate methodologies for performing statistical analysis based on the data (quantity, quality, spatial-temporal distribution). The Contractor will then perform statistical analysis and provide the results in an appropriate and comprehensive format including figures, tables etc. The Contractor will use the results of the analysis to identify trends and summarize findings/conclusions with respect to characterizing the state of the environment in the Ottawa River Watershed. The results of this work will be provided in a report along with the datasets for submission.

#### 5.0 TASKS

The Contractor may be required to perform, but not limited to, the following:

- 1) Review the current data sets and compile these datasets into a database(s) amenable to qualitative and quantitative (statistical) analyses.
- 2) Submit a proposed methodology recommending the type of statistical analyses for each type of dataset for review and approval by the CNSC.
  - a) Propose software that will be used in the analysis (excel, R markdown etc.).
  - b) Advise on potential timelines for completion of work.
  - c) Presentation to the CNSC and ECCC on the proposed methodology for discussion and acceptance.
- 3) Complete the analysis of the data using the agreed upon methodology.
- 4) Presentation of the results to the CNSC and ECCC (in original format/data analysis file) as well as using tables and charts and provide findings/conclusions on the state of the environment.
- 5) Develop a draft report that includes the analysis, quality control and assurance, key results and conclusions, uncertainties and limitations, future recommendations, and data analyses files.
- 6) Submit a finalized report for approval based on feedback from CNSC and ECCC.



## 6.0 DELIVERABLES and ASSOCIATED SCHEDULE

The Contractor must submit the following Deliverables according to the schedule below:

Deliverable	Date	Delivery Location	Description
6.1 Start-up Meeting	Two (2) weeks after Contract award.	Tele/videoconference	To discuss and clarify the proposed approach and methodology, work plan and schedule to ensure achievement of the contract objectives.
6.2 Progress Meetings	To be determined	Tele/videoconference	To discuss the progress of statistical analysis of the datasets.
6.3 Work Plan	Six (6) weeks after Contract award	Electronic Delivery	To outline the project plan, with tasks and deliverables, the methodology for database construction and software used based on individual datasets, and timelines that will promote clear communication to help ensure the effective and timely delivery of each project component.
6.4 Introduction to Database Report	Four (4) months after Contract award	Electronic Delivery	Results provided in the draft working database and Introduction to the Database Report detailing methodology, user instructions and next steps and limitations.  To provide database and recommend statistical analysis which can be performed on database.
6.5 Presentation #1	Four (4) months after Contract award	Tele/videoconference	Presentation meeting on the draft database and introduction to database report detailing methodology, user instructions, next steps, and limitations.



6.6 Proposed Methodology	Five (5) months after Contract award; following electronic submission of written methodology	Tele/videoconference	To discuss proposed methodology for statistical analysis on data in database.
6.7 Draft Analysis Report	Seven (7) months after Contract award	Electronic Delivery	Results to be provided in the draft Data Analysis Report (data analyses files included).  This will provide results of statistical analysis and form conclusions on the state of the environment. Include original format of data analysis as well as tables and charts. Draft Report will be for CNSC and ECCC review.
6.8 Presentation #2	Seven (7) months after Contract award	Tele/videoconference	Presentation meeting of draft Data Analysis Report to review results, conclusions, recommendations, etc., of the data analysis and draft report and provide feedback, address questions/concerns, and confirm objectives have been fulfilled.
6.9 Draft Final Report	Eight (8) months after Contract award	Electronic Delivery	Final Introduction to Database and Data Analysis Report to address comments on the draft reports.



6.10 Final Report	Nine (9) months after Contract award	Electronic Delivery	Introduction to Database Report and Data Analysis Report Acceptance and Approval to accept and approve a revised version of the reports.  Submission of final report. The final report must be submitted in a compatible Microsoft Word format (see Section 7.0) and a PDF file.
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**7.0 FORMAT OF DELIVERABLES**

The Contractor must provide the deliverables in one or more of the following formats:

- electronically (by email)
- using font Times New Roman 12
- MS Office 2010 or later (Word, Project, PowerPoint, Excel, Visio)
- using Portable Document Format (PDF)

Any electronic files that cannot be read or require major formatting changes when opened are not acceptable and will be returned to the Contractor for correction at their expense.

The CNSC reserves the right to distribute the final report publicly at its discretion. CNSC publication number(s) will be provided by the CNSC.

**8.0 LANGUAGE OF WORK**

The work should be conducted in English. All deliverables must be submitted in English. The CNSC will be responsible for the translation of the deliverables if required. The Contractor’s resource(s) may be required to interact with and provide updates to senior management including directors, executives, directors general and vice-presidents. The Contractor’s resource(s) must conduct themselves in a professional manner for interaction with members of senior management.

The Contractor’s resource(s) must be able to communicate in English as follows:

Spoken

Able to use the language fluently and accurately on all levels normally pertinent to professional needs. Language usage and ability to function are fully successful. Can tailor language to audience and discuss in depth highly abstract or unfamiliar topics. Able to speak with a great deal of fluency, grammatical accuracy, complex vocabulary and in an idiomatic fashion.

Reading

Able to read fluently and accurately all styles and forms of the language in any subject as well as those pertinent to professional needs. Can follow unpredictable turns of thought readily in editorial, conjectural, and literary texts, as well as in materials in own special field, including official documents and correspondence.



### Writing

Able to write the language precisely and accurately in a variety of prose pertinent to professional needs. Errors of grammar, syntax, punctuation and vocabulary are rare. Writing is consistently and explicitly organized with appropriate connectors and discourse devices (ellipsis, parallelisms, subordinates).

## **9.0 TRAVEL REQUIREMENTS**

There is no travel requirement associated with the Work. Travel and living expenses will not be reimbursed.

## **10.0 LOCATION OF WORK**

It is anticipated that the work will be completed at the Contractor's premises. Consultation with team members and subject matter experts, presentations, and any other meetings will be held by tele/videoconference (e.g., Microsoft Teams, Zoom).



## ANNEX B, BASIS OF PAYMENT

### 1.0 Basis of Payment - Firm Price - Services

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price of \$ *To be inserted at Contract award*. Customs duties are included and Applicable Taxes are extra.

### 2.0 Payment Schedule

During the period of the Contract, for Work performed in accordance with the Contract, the Contractor will be paid as specified below:

Deliverable	Firm Price
6.4 Introduction to Database Report (25% of contract value)	\$ <i>To be inserted at Contract award</i>
6.7 Draft Analysis Report (25% of contract value)	\$ <i>To be inserted at Contract award</i>
6.9 Draft Final Report (25% of contract value)	\$ <i>To be inserted at Contract award</i>
6.10 Final Report (25% of contract value)	\$ <i>To be inserted at Contract award</i>
<b>TOTAL</b>	\$ <i>To be inserted at Contract award</i>

### 3.0 Limitation of Price

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

### 4.0 Travel and Living Expenses

- a) Travel and living expenses will not be reimbursed under the Contract.
- b) Canada will not accept any travel and living expenses incurred by the Contractor as a consequence of any relocation required to satisfy the terms of the Contract.
- c) All travel within the National Capital Region will be at the Contractor's expense.





# ANNEX C, SECURITY REQUIREMENTS CHECK LIST



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat 5000075513
Security Classification / Classification de sécurité UNCLASSIFIED

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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE			
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine Canadian Nuclear Safety Commission		2. Branch or Directorate / Direction générale ou Direction Innovation and Research Division	
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 Database Development and Data Analysis of the Regional Information and Monitoring Network (RIMNet) - Ottawa River Watershed			
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? / 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 checked="" type="checkbox"/> No / Non	<input 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 checked="" type="checkbox"/>	NATO / OTAN	<input type="checkbox"/>
		Foreign / Étranger	<input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions / Aucune restriction relative à la diffusion	<input checked="" type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN	<input type="checkbox"/>
Not releasable / À ne pas diffuser	<input type="checkbox"/>		
Restricted to: / Limité à:	<input type="checkbox"/>	Restricted to: / Limité à:	<input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:		Specify country(ies): / Préciser le(s) pays:	
7. c) Level of information / Niveau d'information			
PROTECTED A / PROTÉGÉ A	<input type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ	<input type="checkbox"/>
PROTECTED B / PROTÉGÉ B	<input type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	<input type="checkbox"/>
PROTECTED C / PROTÉGÉ C	<input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL	<input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL	<input type="checkbox"/>	NATO SECRET / NATO SECRET	<input type="checkbox"/>
SECRET / SECRET	<input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET	<input type="checkbox"/>
TOP SECRET / TRÈS SECRET	<input type="checkbox"/>		
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT)	<input type="checkbox"/>		

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
UNCLASSIFIED





Contract Number / Numéro du contrat 5000075513
Security Classification / Classification de sécurité UNCLASSIFIED

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

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

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

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

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

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

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

Special comments:  
Commentaires spéciaux :

\_\_\_\_\_

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

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

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

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

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

**PRODUCTION**

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

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

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

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



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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui
- If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.
12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui
- If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et 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			
<b>13. Organization Project Authority / Chargé de projet de l'organisme</b>			
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
<b>14. Organization Security Authority / Responsable de la sécurité de l'organisme</b>			
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
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 type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
<b>16. Procurement Officer / Agent d'approvisionnement</b>			
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
<b>17. Contracting Security Authority / Autorité contractante en matière de sécurité</b>			
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date