



**A1. HEALTH CANADA BID RECEIVING UNIT
FEDERAL RECORDS CENTRE BUILDING**

Bid submission are to be sent electronically to the following address prior to, June 20, 2023 at [2:00 pm east time](#).

Email address:

Rene.Beauchamp@hc-sc.gc.ca

Solicitation #: [1000251881](#)

Invitation to Tender (ITT)

A2. TITLE

Health Canada Radiation Protection Building – Roof Replacement

A3. SOLICITATION NUMBER

1000251881

A4. SOLICITATION DATE

2023-05-31

A5. AUTHORITY

The Authority for this ITT is:

[René Beauchamp](#)
Procurement and Contracting Officer
Chief Financial Officer Branch
Health Canada
Ottawa, Ontario

Telephone: [613-716-5315](#)

**THIS ITT CONTAINS A SECURITY
REQUIREMENT**

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R2710T GENERAL INSTRUCTIONS - CONSTRUCTION SERVICES - BID SECURITY REQUIREMENTS (GI) (2022-12-01)

The following GI's are included by reference and are available at the following Web Site
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

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THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

For further instructions please consult “Special Instruction to Bidders”, SI10, “Security Related Requirements” and “Supplementary Conditions” SC1 “Security Related Requirements, Document Safeguarding Location”.

SUPPORT THE USE OF APPRENTICES

Through Canada’s Economic Action Plan 2013, the Government of Canada proposes to support the employment of apprentices in federal construction and maintenance projects. Refer to SI11.

INTEGRITY PROVISIONS – BID

Important changes have been made to the Integrity Provisions – Bid as of July 3rd 2015. See G11, Integrity Provision-Bid of R2710T of the General Instructions for more information.

SECTION I – SPECIAL INSTRUCTIONS TO BIDDERS (SI)

SI1. INTEGRITY PROVISIONS – DECLARATION OF CONVICTED OFFENCES

As applicable, pursuant to GI1 of the Declaration of Convicted Offences, paragraph 10 (copied below) of the General Instructions R2710T, the Bidder must provide with its bid, a completed [Declaration Form](#), to be given further consideration in the procurement process.

Declaration of Convicted Offences

Where a Bidder or its Affiliate is unable to certify that it has not been convicted of any of the offences referenced under the Canadian Offences Resulting in Legal Incapacity, the Canadian Offences and the Foreign Offences subsections, the Bidder must provide with its bid the completed [Declaration Form](#), to be given further consideration in the procurement process

SI2. BID DOCUMENTS

SI2.1 The following are the bid documents:

- a. Invitation to Tender – Cover Page;
- b. Special Instructions to Bidders;
- c. General Instructions – Construction Services – Bid Security Requirements R2710T (2018-06-21);
- d. Clauses & Conditions identified in “Contract Documents”;
- e. Drawings and Specifications;
- f. Bid and Acceptance Form and related Appendix(s); and
- g. Any amendment issued prior to solicitation closing

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents

SI2.2 General Instructions – Construction Services – Bid Security Requirements R2710T is incorporated by reference and is set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

SI3. ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender – Page 1 as early as possible within the solicitation

period. Except for the approval of alternative materials as described in GI15 of R2710T, enquiries should be received no later than five (5) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.

2. To ensure consistency and quality of the information provided to Bidders, the Contracting Officer shall examine the content of the enquiry and shall decide whether or not to issue an amendment.
3. All enquiries and other communications related to this bid sent throughout the solicitation period are to be directed ONLY to the Contracting Officer named on the Invitation to Tender – Page 1. Failure to comply with this requirement may result in the bid being declared non-responsive.

SI4. MANDATORY SITE VISIT

There will be a site visit on June 8th 2023 at 10:00 am east time. Interested bidders are to meet at the lobby of Radiation Protection building 775 Brookfield, Ottawa, On, K1C 1C1.

The site visit for this project is MANDATORY. The representative of the bidder will be required to sign the Site Visit Attendance Sheet at the site visit. Bids submitted by **Bidders who have not signed the attendance sheet will not be accepted.**

Bidders are ask to email rene.beauchamp@hc-sc.gc.ca if they are planning to attend the job showing.

Health and safety protection is to be worn by visitors. (Booth and hard hat)

SI5. REVISION OF BID

A bid may be revised by letter or E-mail to the contracting authority in accordance with GI10 of R2710T.

SI6. EVALUATION PROCEDURES

- (a) An evaluation team composed of representatives of Canada will evaluate the bids.
- (b) MANDATORY CRITERIA ON ANNEX F MUST BE MET IN ORDER TO BE COMPLIANT

SI7. INSUFFICIENT FUNDING

In the event that the lowest compliant bid exceeds the amount of funding allocated for the Work, Canada in its sole discretion may

- a. cancel the solicitation; or
- b. obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid; and/or negotiate a reduction in the bid price and/or scope of work of not more than 15% with the Bidder submitting the lowest compliant bid. Should an agreement satisfactory to Canada not be reached, Canada shall exercise option (a) or (b).

SI8. BID VALIDITY PERIOD

1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA4 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
2. If the extension referred to in paragraph 1 of SI8 is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
3. If the extension referred to in paragraph 1 of SI8 is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either
 - a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
 - b. cancel the invitation to tender.
4. The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 of R2710T.

SI9. SECURITY RELATED REQUIREMENTS

The Consultant or Contractor personnel requiring access to PROTECTED information, assets or sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by Health Canada/PHAC or the Canadian Industrial Security Directorate (CISD), Public Services and Procurement Canada (PSPC).

The Consultant or Contractor MUST NOT remove any PROTECTED information or assets from the identified work site(s), and the Consultant or Contractor must ensure that its personnel are made aware of and comply with this restriction.

Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of Health Canada/PHAC.

For additional information on security requirements, bidders should consult the “Security Requirements for PWGSC Bid Solicitations – Instructions for Bidders” on the Standard Procurement Documents Web site Industrial Security Program

SI10. WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Bid Bond (form PWGSC-TPSGC 504)

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/504.pdf>

Buy and Sell

<https://www.achatsetventes-buyandsell.gc.ca>

Canadian economic sanctions

<http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

Construction and Consultant Services Contract Administration Forms Real Property Contracting

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Declaration Form

<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>

PWGSC, Industrial Security Services

<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

PWGSC, Code of Conduct and Certifications

<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

Standard Acquisition Clauses and Conditions (SACC) Manual

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

Treasury Board Appendix L, Acceptable Bonding Companies

<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494§ion=text#appL>

SECTION II – SUPPLEMENTARY CONDITIONS (SC)

SC1. SECURITY RELATED REQUIREMENTS,

The following security requirement (SRCL and related clauses) applies and form part of the Contract.

The Consultant or Contractor personnel requiring access to PROTECTED information, assets or sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by Health Canada/PHAC or the Canadian Industrial Security Directorate (CISD), Public Services and Procurement Canada (PSPC).

The Consultant or Contractor MUST NOT remove any PROTECTED information or assets from the identified work site(s), and the Consultant or Contractor must ensure that its personnel are made aware of and comply with this restriction.

Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of Health Canada/PHAC.

SC2. INSURANCE TERMS

- Commercial General Liability

Contractors Pollution Liability:

Required when the nature of the work poses a risk of pollution damage such as:

- work involving removal of hazardous materials

SC2.1 Insurance Contracts

The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.

Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection

SC2.2 Period of Insurance

The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.

The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.

SC2.3 Proof of Insurance

Before commencement of the Work, and no later than thirty (30) days after acceptance of its bid, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.

Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

SC2.4 Insurance Proceeds

In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.

SC2.5 Deductible

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.

SECTION III – CONTRACT DOCUMENTS (CD)

1. The following are the contract documents:
 - a. Contract Cover Page when signed by Canada;
 - b. Duly completed Bid and Acceptance Form and any Appendices attached thereto;
 - c. Drawings and Specifications;
 - d. SACC Clause 2010C (2018-06-21) General Conditions – Medium Complexity Services
 - e. General Conditions and clauses

GC1	General Provisions – Construction Services	R2810D	(2022-12-01);
GC2	Administration of the Contract	R2820D	(2016-01-28);
GC3	Execution and Control of the Work	R2830D	(2019-11-28);
GC4	Protective Measures	R2840D	(2008-05-12);
GC5	Terms of Payment	R2850D	(2019-11-28);
GC6	Delays and Changes in the Work	R2860D	(2019-05-30);
GC7	Default, Suspension or Termination of Contract	R2870D	(2018-06-21);
GC8	Dispute Resolution	R2880D	(2019-11-28);
GC9	Contract Security	R2890D	(2022-12-01);
GC10	Insurance	R2900D	(2008-05-12);
	Allowable Costs for Contract Changes Under GC6.4.1	R2950D	(2015-02-25);

Supplementary Conditions

 - a. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
 - b. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
 - c. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>
3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.

SECTION IV – BID FORM (BF)**BF1. IDENTIFICATION**

**Health Canada Radiation Protection Building – Roof Replacement Project – Construction Phase
ITT - 1000251881**

775 Brookfield, Ottawa, Ontario K1C 1C1

BF2. BUSINESS NAME AND ADDRESS OF BIDDER

Name: _____

Address: _____

Telephone: _____ Fax: _____

PBN: _____

BF3. THE OFFER**COMBINED PRICE CONTRACTS (WITH UNIT PRICES)**

The Bidder offers to Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the **total bid amount indicated in appendix 1**.

BF4. BID VALIDITY PERIOD

The bid shall not be withdrawn for a period of *(sixty) 60* days following the date of solicitation closing.

BF5. ACCEPTANCE AND CONTRACT

Upon acceptance of the Contractor's offer by Canada, a binding Contract shall be formed between Canada and the Contractor. The documents forming the Contract shall be the contract documents identified in Contract Documents (CD).

BF6. CONSTRUCTION TIME

The Contractor must perform and complete the Work before December 31st 2023.

BF7. BID SECURITY

The Bidder is enclosing bid security with its bid in accordance with GI8 – Bid Security Requirements of R2710T – General Instructions – Construction Services – Bid Security Requirements.

BF8. SIGNATURE

Name and title of person authorized to sign on behalf of Bidder (Type or print)

Name

Title

Signature

Date

APPENDIX 1 – COMBINED PRICE FORM (1 PAGE)

1. The prices per unit shall govern in establishing the Total Extended Amount. Any arithmetical errors in this Appendix will be corrected by Canada.
2. Canada may reject the bid if any of the prices submitted do not reasonably reflect the cost of performing the part of the work to which that price applies.

UNIT PRICE TABLE

The Unit Price Table designates Work to which a Unit Price Arrangement applies.

- (a) Work included in each item is as described in the referenced specification section.
- (b) The Price per Unit shall not include any amounts for Work that is not included in that unit price Item.

Item	Specification Reference	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity (EQ)	Price per Unit applicable tax(e)s extra (PU)	Extended amount (EQ x PU) applicable tax(e)s extra
TOTAL EXTENDED AMOUNT (TEA)						
Excluding applicable tax(e)s						

TOTAL BID AMOUNT (LSA +TEA)	
Excluding applicable tax(e)s	

APPENDIX 3 – DEPARTMENTAL REPRESENTATIVE'S AUTHORITY

CONTRACTING AUTHORITY:

Name : René Beauchamp
Title : Procurement and Contracting Officer
Department: Health Canada
Telephone : 613-716-5315
e-mail : rene.beauchamp@hc-sc.gc.ca

TECHNICAL AUTHORITY:

Willy Pinto, Project Manager
51, Chardon Driveway, Tunney's Pasture
willy.pinto@hc-sc.gc.ca
(343) 576-2320

ANNEX A – STATEMENT OF WORK

1.0 Scope

1.1 Introduction

A roof condition report of the Radiation Protection Building (RPB) identified seven roof sections, approximately 1,200 m² out of the total 5,000 m² roof area, nearing their service life that need to be replaced. The building is located at 775 Brookfield, Ottawa, Ontario K1C 1C1.

1.2 Objectives of the Requirement

The objective of this requirement is for the successful contractor to provide and supply all tools, equipment, labour and all materials to replace existing roof sections 1, 102, 104, 105, 107, 203 and 206 at the RPB as per the specifications and drawings for tender prepared by Fishburne Sheridan and Associates Inc (FSA) provided in Appendix C and D.

1.3 Background and Specific Scope of Work

RPB was built in 1960 and the original building was expanded in about 1965 by the addition of a larger laboratory facility. In 1992, a new addition to the building was completed and the entire complex includes radioactive, microwave and acoustic laboratory areas over approximately 10,200 m² in building area.

A roof condition report of the entire roof at RPB was completed in October 2019. Some roof sections were identified as nearing their service life and require some attention. The scope of the work is the replacement of designated sections 1, 102, 104, 105, 107, 203 and 206 highlighted in yellow and blue in the appendix A. The roof sections 102, 104 & 105, highlighted in yellow, are protected modified bitumen membrane (protected MBM) roof systems between 15-20 years old and the roof sections 203 and 206, highlighted in yellow, are older protected MBM with concrete topped insulation panels which are assumed to be approximately 20 years old. The roof section 1, highlighted in yellow, is the canopy roof over the front entrance and is estimated to be roughly 15-20 years old. The roof section 107, highlighted in blue, consists of insulated sloped aluminum panel/skylight system and leak activity has been an issue in the past, the replacement of the section will need to address the leak activity.

2.0 Requirements

2.1 Tasks, Activities, Deliverable and/or Milestones

Phase 1: Preliminary Designated Substance Report (DSR) investigation inclusive of targeted roof areas, access roof stairs removal and new installation

- Retain the services of an environmental consulting engineering firm to provide services relating to the completion of a project-specific designated substance and hazardous material survey to identify building materials that have the potential to contain designated substances and to satisfy section 30 of the Occupational Health & Safety Act at:

- a. the above-referenced 7 roof sections.
- b. existing building structure where roof access will be removed (section 203)
- c. existing building structure where roof access will be removed (section 206)
- d. existing building structure where new roof access will be installed (section 206)

- The survey should include at the minimum analysis for asbestos, Coal Tar Pitch, Lead, and PCBs. The activities and quantities of tests requirements are as follow:

Item	Description
Field work	<ul style="list-style-type: none"> ▪ Preparation of a site-specific Health and Safety Plan (HASP); ▪ Review of any building drawings and existing reports. ▪ Detailed site investigation (walk –through) with intrusive survey techniques. ▪ Sample collection of suspected asbestos materials (ACM), and lead-based paints (LBPs) ▪ Roof core samples (1 per roof) for Coal Tar Pitch and PCBs ▪ All other materials (i.e., Mould, CFCs, etc.) if present, will be visually assessed, quantified and documented for reporting purposes.
Laboratory Analysis	
	Quantity
Asbestos by PLM, all sample layers included	16
Coal Tar Pitch	13
Lead Content in Paint	10
Polychlorinated Biphenyls (PCBs)	10
Reporting	<ul style="list-style-type: none"> ▪ Review, interpret, and organize all field and laboratory data; and, ▪ Prepare detailed electronic report for each facility including findings, conclusions and recommendations in accordance w/ all applicable Regulations & Directives.

- Provide the project-specific designated substance and hazardous material survey report in both English and French.

In Phase 1, prime roofing contractor is also responsible to:

- Provide test cuts for environmental consulting engineering firm
- Repair, patch and seal areas where destructive roofing cut tests were completed and repairs at associated interior walls, interior ceilings and exterior walls.

Phase 2: Re-roofing Construction

NOTE: Items 6 to 8 of Phase 2 will only start once Phase 1 is fully complete and laboratory tests are clear of designated substance and hazardous material. If designated substance & hazardous material are found, these will need to be accomplished in addition to the current scope of work. Items 1 to 5 should be completed at the same time as Phase 1 for efficiency purposes.

1. Perform a review of existing conditions, as well as any related investigations, roof conditions or other pertinent information that is available.
2. Interview staff to ascertain specific site requirements and protocols.
3. Acquire detailed site measurements of all pertinent roof areas to be replaced and associated detailing.
4. Review access to building from street to roof level, determine best staging location for boom truck or crane for the hoisting of the materials, discuss selected options and review site protocols.
5. All materials and heavy equipment and tools will need to be lifted on the roof from the street level using a boom truck or crane.
6. Confirm shop drawings with the Design Consultant FSA.
7. Complete the roofing work of all the designated roof areas including removal of the existing roofing system and installation of the new one.
8. All construction waste and materials will need to be removed and disposed off site from the roof to the street level by outdoor access only. No handling of construction materials, equipment and tools will be allowed in the building.
9. Achieve substantial & final completion following review by the Design Consultant FSA.
10. Coordinate removal and seal existing tie-in's locations of roof access (section 203 & 206) from ground level to targeted roofs including the booking of the required lifting equipment to perform and complete scope's intent (boom truck or small crane).

2.2 Specifications and Standards

The Consultant or Contractor must ensure all work is performed in accordance with all applicable codes including building codes (**NBC & OBC**), standards, regulations and manufacturer's recommendations. Materials must be new and work must conform to the minimum standards of the Canadian General Standards Board, the Canadian Standards Association, the National Building Code of Canada 2015 (NBC) the National Fire Code 2015 (NFC) and all applicable, federal, provincial and municipal codes, laws and by-laws, and to all standards mentioned herein.

Any modifications or additions to existing set up must use appropriate new and clean materials free of defects and contamination and suitable for purpose.

Work must be carried out using a Consultant or Contractor who holds a valid licence for the work being conducted and issued by the Province in which the work is being contracted.

Taking all necessary steps to protect the workers from harm in accordance with revised statues of the current Labour Canada and Electrical Safety codes. The Consultant or Contractor, its employees, all sub-contractors and all site visitors must have the appropriate personal safety equipment (PPE) and training prior to performing the work required.

2.3 Technical, Operational and Organizational Environment

Access to the site and work to be coordinated and scheduled through the Health Canada (HC) Project Manager.

The building is occupied with a mix of office and laboratory spaces. The scientific experiments taking place in the labs are sensitive to disruptions such as noise, vibrations, and smells. Any work in this environment will need to be carefully coordinated and the use of available methods to minimize noise, vibrations, and smells should be prioritized.

Non-disruptive work can take place during regular working hours with the coordination of the HC Project Manager and building occupants.

Disruptive work will require careful and planned coordination with the HC Project Manager and the building occupants. The level of disruption and the affected areas will determine if the work could take place during regular working hours or after.

Work schedule may need to be adjusted at any time to accommodate scientific experiments calendar.

2.4 Method and Source of Payment

The work will be monitored and accepted by the HC Project Manager.

Monthly invoices will be monitored and accepted by the HC Project Manager. Any matters concerning the administration and invoicing of this work should be directed to the HC Project Manager.

2.5 Reporting Requirements

All communications and submissions by the Consultant or Contractor will be coordinated through the HC Project Manager.

2.6 Project Management Control Procedures

The HC Project Manager will oversee the work to ensure it is delivered on time and internal approvals required for HC are addressed in a timely manner.

Any change in the Scope of Work will require prior approval by the HC Project Manager prior to any work beginning and will require the approval and an amendment to the contract by the Contract Authority.

3.0 Additional Information

3.1 Canada's Obligations

The HC Project Manager will arrange a mandatory site visit (job showing) for the invited bidders during the tender period.

The HC Project Manager will coordinate site access availability for information gathering and construction.

The HC Project Manager will be available during the entirety of this project to provide assistance as required.

The HC Project Manager will provide the work permit for the small crane or boom truck.

Health Canada may, at any time, verbally suspend the work in the whole or part. If required, within 24 hours of the suspension, the HC Project Manager shall provide the Consultant or Contractor with a written notification indicating the effective date and time of suspension, the intended duration, and reason for the suspension (examples: non-compliance of Health & Safety regulations and/or encountering unexpected contamination, among others Health Canada emergency non-scheduled activities)

3.2 Consultant or Contractor's Obligations

The Consultant or Contractor will be responsible for the following:

- 1 Carrying-out services in accordance with approved documents and directions given by the HC Project Manager.
- 2 Directing all correspondence to the HC Project Manager and not communicating with the client directly.
- 3 Advising the HC Project Manager of any changes that may affect the approvals previously given and detailing the extent of and reason for the changes and obtain written approvals before proceeding.
- 4 Ensuring all activities performed provide for the protection of Health Canada and Safety of the facility's occupants, not disturbing the facility's security systems and procedures and not disturbing the operations performed in and around the facility. This includes (but is not limited to) observing and following any Government of Canada and or Health Canada protocols related to the Covid-19 pandemic and the related directional signage at the facility, as well as immediately adhering to any further health and safety direction provided in writing by the HC Project Authority, which is meant to protect the health and safety of all the facility's occupants.
- 5 All their own transportation and parking costs during the entire project life cycle. Paid visitor parking is available at the RPB location.
- 6 Tracking and completing all contract deliverables/tasks.
- 7 Ensuring that work is carried out using only qualified licenced certified workers or apprentices in accordance with Provincial and/or Territorial Act respecting manpower vocational training and qualification. Permit employees registered in Provincial, Territorial apprentices program to perform specific tasks only if under direct supervision of qualified licenced workers. Determine permitted activities and tasks by apprentices based on level of training attended and demonstration of ability to perform specific duties.
- 8 Assuming responsibility of any accident or damage caused by its employees and/or equipment to Health Canada property or personnel as a result of the Consultant or Contractor's activities.
- 9 Assuming responsibility for the security of its equipment and materials during and after working hours. Health Canada will not be liable for any vandalism, theft, or loss.
- 10 Notifying the HC Project Manager of any on-site activity and obtaining approval to gain access to the building 48 hours before entering on site.
- 11 Coordination of all sub-contractors or service providers to complete required project work, including but not limited to, by-passes, hot work permits and any other project related system shutdowns that will have an impact on the HC Operations and Maintenance Groups of the facility/building.
- 12 Considering and prioritizing "Energy Star Rated Products" as a best practice when procuring new units.
- 13 Using where feasible the best available technologies and following the greening government guidelines and policies in an attempt to divert hazardous waste into recycling processes. Ultimately, these processes should strive to eliminate the amount of contaminants entering the natural environment.

-
- 14 Ensuring that available recycling alternatives are used where there is an opportunity for construction waste to be recycled.
 - 15 Ensuring that all hazardous materials are disposed of according to all federal and provincial regulations including Hazardous Wastes Regulations under the Canadian Environmental Protection Act, 1999 (CEPA) when removing hazardous materials (i.e., Acrylonitrile, Arsenic, Asbestos, Benzene, Coke oven emissions, Ethylene oxide, Isocyanates, Lead, Mercury, Silica, Vinyl chloride).
 - 16 Providing all associated waste manifests and proof of disposal to the HC Project Manager in a timely manner and in the context of an audit following the completion of the project when Hazard Waste(s) defined as Subject Waste by the Ontario, Environmental Protection Act (EPA), General Waste Management, Regulation 347 as amended by 558/00, Section #1 "Definitions" are disposed of.
 - 17 Application and obtention of all required applicable permits and certificates.

3.3 Location of Work, Work Site and Delivery Point

The work is to be conducted at the Radiation Protection Building located at 775 Brookfield, Ottawa, Ontario K1C 1C1.

The Contractor could be required to meet the HC Project Manager at the Occupational Health Unit Building at Tunney's Pasture at 51 Chardon Driveway Ottawa Ontario K1A 0K9 at specific review points during the project.

3.4 Language of Work

All work can be conducted in either official language.

4.0 Project Schedule- Expected Start and Completion Dates

The work is to commence five (5) days (or sooner) after issuance of the contract award. The first phase should be completed within the **first eight (8)** weeks following the contract award and the second phase within next **twenty (20)** week following the end of the first phase.

The work must be performed during regular work hours where possible and after regular working hours Monday to Friday from 18:00 to 06:00 and/or on weekends. Works creating noise, smells or vibrations must be completed after regular working hours. When it is necessary to shut down the system, or when entry into laboratory space is required, arrangements must be made with the Project Manager in advance.

Shutdowns take approximately 3 weeks from receipt of the schedule until the shutdown/works can be completed. Details must be provided as to what portion of the system will be out of service and the duration of the outage.

The contract end date including both phases is December 31st, 2023.

5.0 Applicable Documents

5.1 Applicable Websites

Insurance Terms (Real Property Contracting 5.R)<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

Certificate of Insurance (form PWGSC-TPSGC 357)

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/357.pdf>

SACC Manual

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

5.2 Supporting Documents

- Appendix A – Roof areas to be replaced
- Appendix B – Estimated roof areas age
- Appendix C – Specifications for tender

- Appendix D – Drawings for tender

5.3 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) ITT° 1000251881
- b) Appendix D– Drawings for tender
- c) Appendix C– Specifications for tender
- d) Appendix A– Roof areas to be replaced
- e) Appendix B– Estimated roof areas age

6.0 Fire Safety

1. Comply with both the National Building Code of Canada 2015 (NBC) and the National Fire Code of Canada 2015 (NFC) for safety and protection of persons in buildings in the event of a fire and the protection of buildings from the effects of fire, as follows:
 - 1.1 The National Building Code (NBC)
 - 1.2 The National Fire Code (NFC)
 - 1.2.1 The on-going maintenance and use of the fire safety and fire protection features incorporated in buildings
 - 1.2.2 The conduct of activities that might cause fire hazards in and around buildings
 - 1.2.3 Limitations on hazardous contents in and around buildings
 - 1.2.4 The establishment of fire safety plans
 - 1.2.5 Fire safety at construction and demolition sites
2. Welding and cutting:
 - 2.1 Before welding, soldering, grinding and/or cutting work, obtain a permit from the HC Technical Authority. Hot work must not be undertaken unless authorized by the HC Technical Authority.

7.0 Environmental Protection

The Consultant or Contractor shall conform to all of the following legislation where applicable.

1. Federal Legislation
 - a. Canada Labour Code, Part II, Sections 124 and 125
 - i. Canada Occupational Health and Safety Regulations
 - b. Canadian Environmental Protection Act, 1999 (CEPA, 1999)
 - i. Storage Tank Systems for Petroleum Products and Allied Petroleum Products Regulations (SOR/2008-197)
 1. Canadian Council of Minister of the Environment (CCME) Environmental Code of Practice for Aboveground and Underground Storage Tank Systems Containing Petroleum and Allied Petroleum Products
 2. National Fire Code of Canada (NFCC)
 3. CAN/CSA B139 Installation Code for Oil-Burning Equipment
 - ii. PCB Regulations (SOR/2008-273)**
 - c. Hazardous Product Act, 1985
 - d. Hazardous Materials Information Review Act, 1985
 - e. Fisheries Act, 1985
 - f. Transportation of Dangerous Goods Act, 1992 (TDGA)
2. Provincial Legislation

-
- a. Ontario Occupational Health and Safety Act
 - i. O.Reg. 490/09: Designated Substances
 - b. Technical Standards and Safety Act, 2000
 - i. O.Reg. 213/01: Fuel Oil
 - ii. O.Reg. 215/01: Fuel Industry Certificates
 - iii. O.Reg. 216/01: Certification of Petroleum Mechanics
 - c. Ontario Environmental Protection Act
 - i. O.Reg. 347/09: General – Waste Management
 - ii. O.Reg. 362/90: Waste Management – PCB**
 - d. Fire Protection and Prevention Act
 - i. O.Reg. 213/07: Fire Code
3. Municipal Legislation
- a. Sewer Use (By-law No. 2003-514)

8.0 Site Safety

The Consultant or Contractor is to provide to the HC Departmental Representative, a company Safe Work Procedure and a Safe Work Practice including daily Tool Box Safety Meetings. A safety plan may be required by the HC Departmental Representative.

9.0 Required Resources

The Consultant or Contractor is to provide a list of all required resources proposed to do the work.

10.0 Subcontracting

1. Neither the whole nor any part of the work may be subcontracted by the Consultant or Contractor without the written consent of the Departmental Representative.
2. The Consultant or Contractor must notify the HC Departmental Representative in writing of the Consultant or Contractor's intention to subcontract.
3. The Consultant or Contractor must notify the HC Departmental Representative in writing identifying the part of the work, and the subcontractor with whom it is intended to subcontract.
4. If the HC Departmental Representative objects to a subcontracting pursuant, the Consultant or Contractor must not enter into the intended subcontracting.
5. Neither a subcontracting nor the HC Departmental Representative's consent to a subcontracting by the Consultant or Contractor must be construed to relieve the Consultant or Contractor from any obligation under the contract or to impose any liability upon the Government of Canada.
6. Should the HC Departmental Representative consent to the subcontractor, all submittal requirements in this contract must apply. Submittals must be made for review by the HC Departmental Representative prior to the subcontractor being permitted to enter the site.

11.0 Insurance Requirements

The Consultant or Contractor is responsible for ensuring that they manage and have relevant financial protection against the risks to which they are exposed, especially those over which they have control. Consequently, the general policy of the Government is not to indemnify consultants or contractors against such risks. Normally, therefore, a general condition of every contract is that the consultants or contractors indemnify and save the Crown harmless from all manner of claims and damages. Insurance is for the protection of Consultants or Contractors in support of their potential liability to indemnify the Crown and others, and only ultimately for the protection of the Crown.

The Consultant or Contractor must provide a copy of certificate from an insurance broker, or an insurance company licensed to operate in Canada stating that the Consultant or Contractor, if awarded a contract as a result of the ITT, can be insured in accordance with the Commercial General Liability Insurance requirements specified in R2900D (Insurance Terms) of the SACC Manual. If there is a conflict between the Insurance Terms of R2900D and the instructions of this ITT, the instructions of the ITT prevail.

If the information is not provided in the tender, the HC Procurement Contracting Officer will inform the Consultant or Contractor and provide the Consultant or Contractor with a time frame within which to meet the requirement. Failure to comply with the request of the HC Procurement Contracting Officer and meet the requirement within that time period will render the tender non-responsive and the tender will be disqualified.

12.0 Security Requirements

The Consultant or Contractor's employees or sub-contractors are required to have enhanced reliability security status at the time of submitting bids. All consultant or contractor or sub-contractor personnel on site require Reliability security status.

Unscreened Consultant or Contractor's employees or sub-contractors must be escorted by an employee or Commissionaire at all times when visiting Government of Canada facilities.

12.1 Security requirements for Canadian supplier:

12.1.1 The Consultant or Contractor personnel requiring access to PROTECTED information, assets or sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by Health Canada/PHAC or the Canadian Industrial Security Directorate (CISD), Public Services and Procurement Canada (PSPC).

12.1.2 The Consultant or Contractor MUST NOT remove any PROTECTED information or assets from the identified work site(s), and the Consultant or Contractor must ensure that its personnel are made aware of and comply with this restriction.

12.1.3 Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of Health Canada/PHAC.

Any changes to the scope of work are to be discussed with the HC Project Manager, but any resulting change can only be confirmed by the issuance of an official amendment to these Articles of Agreement issued by the Contracting Authority, as the case may be. All work will be verified by the HC Project Manager and Technical Authority to inspect and approve work, to ensure all work is in accordance with all applicable codes.

APPENDIX A

Bird's eye of the Radiation Protection Build Roof Areas 1, 102, 104, 105, 107, 203 and 206 to be replaced.



APPENDIX B

Estimated roof areas age.

Roof Area number	Estimated Roof Age (years)	Estimated Remaining Service Life (years)	Roof Area (m ²)
1	15-20	2-4	8
102	15-20	2-4	50
104	15-20	2-4	225
105	15-20	2-4	348
107	15-20	2-4	35
203	15-20	2-4	363
206	15-20	2-4	160

ANNEX B SECURITY REQUIREMENT CHECKLIST (SRCL)

Contract Number / Numéro du contrat 1000251881
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 Health Canada		2. Branch or Directorate / Direction générale ou Direction CSB-RPSD-NAMLOD
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 The purpose of this project is to replace 7 roof sections of the Radiation Protection Building/ L'objectif de ce projet est de remplacer 7 sections du toit de l'immeuble de la radioprotection.		
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"/>	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 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 / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>



Contract Number / Numéro du contrat 1000251881
Security Classification / Classification de sécurité Unclassified

PART A (continued) / PARTIE A (suite)

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

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

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

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

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

<input checked="" type="checkbox"/> RELIABILITY STATUS 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



Contract Number / Numéro du contrat 1000251881
Security Classification / Classification de sécurité Unclassified

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	SECRET	TOP SECRET / TRÈS SECRET
											A	B	C			
Information / Assets / Renseignements / Biens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media / Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

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

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

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



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

1000251881

Security Classification / Classification de sécurité
Unclassified

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées) Willy Pinto		Title - Titre Project Manager	Signature Pinto, LisboaWilly	<small>Digitally signed by Pinto, LisboaWilly DN: C=CA, O=GC, OU=HC-SC, CN="Pinto, LisboaWilly" Reason: I am the author of this document Location: Date: 2023.05.18 11:03:29-04'00" Foxit PDF Editor Version: 12.1.0</small>
Telephone No. - N° de téléphone 343-576-2320	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel willy.pinto@hc-sc.gc.ca	Date 2023-05-18	

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées) Sonia Larose		Title - Titre Security in Contracting	Signature Larose, Sonia	<small>Digitally signed by Larose, Sonia DN: C=CA, O=GC, OU=HC-SC, CN="Larose, Sonia" Reason: I am approving this document Location: Date: 2023.05.23 18:28:40-04'00" Foxit PDF Editor Version: 12.1.2</small>
Telephone No. - N° de téléphone 613-298-0924	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel sonia.larose@hc-sc.gc.ca	Date 2023-05-23	

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?

No / Non Yes / Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées) []		Title - Titre []	Signature Beauchamp, Rene	<small>Digitally signed by Beauchamp, Rene DN: C=CA, O=GC, OU=HC-SC, CN="Beauchamp, Rene" Reason: I am the author of this document Location: Date: 2023.05.30 08:56:32-04'00" Foxit PDF Editor Version: 12.1.2</small>
Telephone No. - N° de téléphone []	Facsimile No. - N° de télécopieur []	E-mail address - Adresse courriel []	Date []	

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées) []		Title - Titre []	Signature Larose, Sonia	<small>Digitally signed by Larose, Sonia DN: C=CA, O=GC, OU=HC-SC, CN="Larose, Sonia" Reason: I am approving this document Location: Date: 2023.05.23 18:29:00-04'00" Foxit PDF Editor Version: 12.1.2</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 C –CERTIFICATE OF INSURANCE

(NOTE: Not required at solicitation closing)

CERTIFICATE OF INSURANCE



Travaux publics et
Services gouvernementaux
Canada

Public Works and
Government Services
Canada

Description and Location of Work	Contract No.
	Project No.

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
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Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code
------------------------------	-----------------------	------	----------	-------------

Additional Insured
IP3. Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services

Type of Insurance	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
				Per Occurrence	Annual General Aggregate	Completed Operations Aggregate
Commercial General Liability Umbrella/Excess Liability				\$	\$	\$
Builder’s Risk / Installation Floater				\$		
Pollution Liability				\$ <input type="checkbox"/> Per Incident <input type="checkbox"/> Per Occurrence		Aggregate \$
Marine Liability				\$		
Aviation Liability				\$ <input type="checkbox"/> Per Incident <input type="checkbox"/> Per I		Aggregate \$
Insert other type of insurance as required				\$		

I certify that the above policies were issued by insurers in the course of their Insurance business in Canada, are currently in force and include the applicable insurance coverage's stated on page 2 of this Certificate of Insurance, including advance notice of cancellation / reduction in coverage.

Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker)

Telephone number

Signature

Date D / M / Y

SECTION V CERTIFICATE OF INSURANCE PAGE 2 OF 2

SECTION VI GENERAL

The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverage listed under the corresponding type of insurance on this page.

The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services as an additional Insured.

The insurance policies must be endorsed to provide Canada with not less than thirty (30) days notice in writing in advance of a cancellation of insurance or any reduction in coverage.

SECTION VII WITHOUT INCREASING THE LIMIT OF LIABILITY, THE POLICIES MUST PROTECT ALL INSURED PARTIES TO THE FULL EXTENT OF COVERAGE PROVIDED. FURTHER, THE POLICIES MUST APPLY TO EACH INSURED IN THE SAME MANNER AND TO THE SAME EXTENT AS IF A SEPARATE POLICY HAD BEEN ISSUED TO EACH.

SECTION VIII

SECTION IX COMMERCIAL GENERAL LIABILITY

The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100. The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:

- (a) Blasting.
- (b) Pile driving and caisson work.
- l Underpinning.
- (d) Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.

The policy must have the following minimum limits:

- (a) **\$5,000,000** Each Occurrence Limit;
- (b) **\$10,000,000** General Aggregate Limit per policy year if the policy contains a General Aggregate; and
- l **\$5,000,000** Products/Completed Operations Aggregate Limit.

Umbrella or excess liability insurance may be used to achieve the required limits.

SECTION X

SECTION XI BUILDER'S RISK / INSTALLATION FLOATER

The insurance coverage provided must not be less than that provided by the latest edition of IBC Forms 4042 and 4047.

The policy must permit use and occupancy of any of the projects, or any part thereof, where such use and occupancy is for the purposes for which a project is intended upon completion.

The policy may exclude or be endorsed to exclude coverage for loss or damage caused by asbestos, fungi or spores, cyber and terrorism.

The policy must have a limit that is **not less than the sum of the contract value** plus the declared value (if any) set forth in the contract documents of all material and equipment supplied by Canada at the site of the project to be incorporated into and form part of the finished Work.

If the value of the Work is changed, the policy must be changed to reflect the revised contract value.

The policy must provide that the proceeds thereof are payable to Canada or as Canada may direct in accordance with GC10.2, "Insurance

Proceeds" (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R2900D/2>).

Contractors Pollution Liability

The policy must have a limit usual for a contract of this nature, but not less than **\$1,000,000** per incident or occurrence and in the aggregate.

Aviation Liability

The insurance coverage shall include Bodily Injury (including passenger Bodily Injury) and Property Damage, in an amount of not less than **\$5,000,000** per incident or occurrence and in the aggregate.

Marine Liability

The insurance coverage must be provided by a Protection & Indemnity (P&I) insurance policy and must include excess collision liability and pollution liability.

The insurance must be placed with a member of the International Group of Protection & Indemnity Associations or with a fixed market in an amount of not less than the limits determined by the *Marine Liability Act*, S.C. 2001, c. 6. Coverage must include crew liability, if it is not covered by the statutory requirements of the Territory or Province having jurisdiction over such employees.

The policy must waive all rights of subrogation against Canada as represented by Public Works and Government Services Canada for any and all loss of or damage to the watercraft however caused.

Other types of Insurance

To be inserted below according to specifics of project.

Use separate page if needed.

ANNEX D – CONDITIONS PRECEDENT TO CONTRACT AWARD

It is recommended that bidders provide as much of the following information as possible with their bid. All of the following information will be required prior to contract award unless specified otherwise.

- C1 – The Bidder must provide proof of all employees' WHIMS certification.
- C2 – The Bidder must provide proof e.g. letter/certificate and number demonstrating they are in good standing with WSIB (Workmen's Compensation) and covered for the duration of the project.
- C3 – The Bidder must provide a copy of their Health and Safety Policy and Program and site specific safety plan for the Proposed work prior to contract award.
- C4 – The Bidder must provide a copy of their Health and Safety Plan for the proposed construction work within one work week from date of contract award.
- C5 – The Bidder must provide a copy of a certificate from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the ITT, can be insured in accordance with the Commercial General Liability Insurance requirements specified in (Insurance Conditions) as indicated in the ITT, in the amount of \$2,000,000.00.
- C6 – Insert any additional conditions that may be required

ANNEX E – LISTING OF SUBCONTRACTORS

- 1) In accordance with GI06 – Listing of Subcontractors and Suppliers of R2410T- General Instructions – Construction Services GI07 – Listing of Subcontractors and Suppliers of R2710T- General Instructions – Construction Services – Bid Security Requirements, the Bidder should provide a list of Subcontractors with his Bid.
- 2) The Bidder should submit the list of Subcontractors and for any portion of the Work valued at 20% or greater of the submitted Bid Price.

	Subcontractor	Division	Estimated value of work
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

ANNEX F – MANDATORY CRITERIA CHECKLIST

- INTEGRITY PROVISIONS – DECLARATION OF CONVICTED OFFENCES (IF APPLICABLE)
- SECTION IV – BID FORM (BF)
- Bid submission must be sent electronically to the following address prior to, June 20, 2023 at 2:00 pm east time. Rene.beauchamp@hc-sc.gc.ca
- BID SECURITY
- Appendix 1 – Combined Price Form
- Contractor security clearance

- ANNEX E – LISTING OF SUBCONTRACTORS
- There will be a site visit on June 8th 2023 at 10:00 am. Interested bidders are to meet at the lobby of Radiation Protection building 775 Brookfield, Ottawa, On, K1C 1C1.

The site visit for this project is MANDATORY. The representative of the bidder will be required to sign the Site Visit Attendance Sheet at the site visit. Bids submitted by **Bidders who have not signed the attendance sheet will not be accepted.**

Bidders are asked to email rene.beauchamp@hc-sc.gc.ca if you are planning to attend the job showing.