



National Defence

National Defence Headquarters
Ottawa, Ontario
K1A 0K2

Défense nationale

Quartier général de la Défense nationale
Ottawa (Ontario)
K1A 0K2

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

Proposal To: National Defence Canada

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 and services listed herein and on any attached sheets at the price(s) set out therefore.

Proposition à : Défense nationale Canada

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 et services énumérés ici et sur toute feuille ci-annexée, au(x) prix indique(s).

Comments - Commentaires

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT
CE DOCUMENT CONTIENT DES EXIGENCES
RELATIVES À LA SÉCURITÉ

RETURN BIDS TO: RETOURNER LES SOUMISSIONS À :

By e-mail to: - Par courriel au :
DLP53BidsReceiving.DAAT53Receptiondessoumissions@forces.gc.ca

Attention: - Attention :
Roxanne Grenier DLP 5-3-1

Solicitation Closes - L'invitation prend fin

At - à :
2:00 PM - 14:00

On - le :
August 16th, 2023 - 16 août 2023

Time Zone - Fuseau Horaire :
Eastern Daylight Time (EDT)
Heure avancée de l'Est (HAE)

Title - Sujet Cold Filter Plugging Point Instrument - Instrument de mesure de la température limite de filtrabilité	
Solicitation No. N° de l'invitation W8476-246738/A	Date of Solicitation Date de l'invitation July 17th, 2023 - 17 juillet 2023
Address enquiries to: - Adresser toute demande de renseignements à : Roxanne Grenier E-Mail Address - Courriel Roxanne.Grenier@forces.gc.ca	
Destination See herein - Voir aux présentes	

Instructions: Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.

Instructions : Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.

Delivery requested Livraison demandée See herein - Voir aux présentes	Delivery offered Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Person authorized to sign on behalf of Vendor/Firm (type or print): La personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie) :	
Name - Nom	Title - Titre
Signature	Date

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PART 1 - GENERAL INFORMATION

1.1 Requirement

- A. The Department of National Defence (DND) has a requirement to procure Qty x1 Cold Filter Plugging Point Instrument for delivery to QETE, Gatineau. The requested delivery date is 10 weeks after contract award.
- B. The requirement is detailed under the article entitled Requirement of the resulting contract clauses in Part 6.

1.2 Security Requirements

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

1.3 Debriefings

- A. 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

- A. All instructions, clauses and conditions identified in this document and any of its attachments by number, date, and title are either:
- (i) Set out in the [Standard Acquisition Clauses and Conditions \(SACC\) Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada; or
 - (ii) Included as attachments.

These documents are incorporated by reference and they form part of this document as though they were expressly set out here in full.

- B. 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.
- C. The [2003](#) (2023-06-08), Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation, with the following modification(s):
- (i) Section 02, Procurement Business Number, is deleted in its entirety;
 - (ii) Section 05, Submission of bids, subsection 3, is deleted in its entirety;
 - (iii) Section 05, Submission of bids, subsection 2, paragraph d., is deleted in its entirety and replaced with the following:
 - d. send its bid only to the location specified on page 1 of the bid solicitation or to the address specified in the bid solicitation.
 - (iv) Section 05, Submission of bids, subsection 4, is amended as follows:
 - Delete: 60 days
 - Insert: 120 days
 - (v) Section 06, Late bids, is deleted in its entirety;
 - (vi) Section 07, Delayed bids, is deleted in its entirety and replaced with the following:
 - 07 Delayed bids
 - 1. It is the Bidder's responsibility to ensure that the Contracting Authority has received the entire submission. Misrouting or other electronic delivery issues resulting in late submission of bids will not be accepted.
 - (vii) Section 08, Transmission by facsimile or by Canada Post Corporation's (CPC) Connect service, is deleted in its entirety.
 - (viii) Section 20, Further information, subsection 2, is deleted in its entirety.

2.2 Submission of Bids

- A. Bids must be submitted only to the Department of National Defence (DND) by the date, time, and place indicated on page 1 of the bid solicitation.

- B. Due to the nature of the bid solicitation, bids transmitted by facsimile will not be accepted.
- C. Due to the nature of the bid solicitation, bids transmitted by Canada Post Corporation's (CPC) Connect service will not be accepted.

2.2.1 Electronic Submissions

- A. Individual e-mails that may include certain scripts, formats, embedded macros and/or links, or those that exceed 5 megabytes may be rejected by Canada's e-mail system and/or firewall(s) without notice to the Bidder or Contracting Authority. Larger bids may be submitted through more than one e-mail. Canada will confirm receipt of documents. It is the Bidder's responsibility to ensure that their entire submission has been received. Bidders should not assume that all documents have been received unless Canada confirms receipt of each document. In order to minimize the potential for technical issues, bidders are requested to allow sufficient time before the closing date and time to confirm receipt. Bid documents submitted after the closing time and date will not be accepted.

2.3 Enquiries - Bid Solicitation

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

- A. Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.
- B. 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 Improvement of Requirement During Solicitation Period

- A. Should bidders consider that the specifications or Requirement contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 10 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

A. Canada requests that Bidders provide their bid in separate sections as follows:

Section I: Technical Bid: 1 soft copy in PDF format by e-mail;

Section II: Financial Bid: 1 soft copy in PDF format by e-mail;

Section III: Certifications: 1 soft copy in PDF format by e-mail; and

Section IV: Additional Information: 1 soft copy in PDF format by e-mail.

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

C. Bidders must demonstrate their compliance with the attachment to Part 4 entitled Evaluation Criteria of the bid solicitation by providing substantial information describing completely and in detail how the requirement is met or addressed. Bidders must provide with their technical bid, a document indicating clearly where the substantial information for each of the sections identified below can be found.

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

(i) Use 8.5 x 11 inch (216 mm x 279 mm) paper; and

(ii) Use a numbering system that corresponds to the bid solicitation.

3.2 Section I: Technical Bid

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

3.3 Section II: Financial Bid

A. Bidders must submit their financial bid in accordance with the attachment to Part 4 entitled Pricing Schedule.

3.3.1 Electronic Payment of Invoices - Bid

A. If you are willing to accept payment of invoices by Electronic Payment Instruments, complete the attachment to Part 3 entitled Electronic Payment Instruments, to identify which ones are accepted.

B. If the attachment to Part 3 entitled Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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

3.4 Section III: Certifications

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

3.5 Section IV: Additional Information

A. In Section IV of their bid, bidders should provide:

(i) A completed, signed, and dated Page 1 of this solicitation, or final amendment, as applicable;

- (ii) The name of the person(s) and associated contact information (title, mailing address, phone number, and e-mail address) authorized by the Bidder to:
 - (a) Enter into communications with Canada with regards to their bid, and any contract that may result from their bid;
 - (b) Coordinate delivery and follow-up; and
 - (c) Provide after sales service, maintenance, warranty repairs, and a full range of repair parts for the vehicle/equipment offered.
- (iii) For the article in Part 1 entitled Security Requirement of the bid solicitation, for each individual who will require access to classified or protected information, assets, or sensitive work sites:
 - (a) the name of the individual;
 - (b) the date of birth of the individual; and
 - (c) if available, information confirming the individual meets the security requirement as indicated in Part 6 - Resulting Contract Clauses;
- (iv) Any other information submitted in the bid not already detailed.

3.5.1 Delivery Date(s)

- A. Any delivery date(s) offered will not be included in the evaluation.

3.5.1.1 Firm Goods and/or Services

- A. Delivery of the Firm Goods and/or Services is requested on or before 10 weeks from date of contract. If a longer delivery period is required, the Bidder must submit the best delivery that could be offered, in the form of either a fixed date or a period of time from contract award. Failure to submit a date or time period will be taken as acceptance of delivery within the requested timeframe.

3.5.2 Warranty Period

3.5.2.1 Manufacturer's Standard Warranty Period

- A. Canada requests that the Bidder provide details of the manufacturer's standard warranty period for the equipment and components that exceeds the minimum warranty period of 12 months. Any additional manufacturer's standard warranty such as those derived from the Original Equipment Manufacturer (OEM) for component/subassemblies will form part of the proposed contract.

3.5.2.2 Extended Warranty Period

- A. Canada requests that the Bidder indicate if an extended warranty period is being offered that exceeds the Manufacturer's Standard Warranty Period.
- B. If the Bidder indicates that an extended warranty period is being offered, Canada requests that the Bidder provide details and pricing information of any extended warranty period available for the vehicle/equipment and any ancillary items.
- C. Any extended warranty period offered will not be included in the financial evaluation.

ATTACHMENT 1 TO PART 3 - ELECTRONIC PAYMENT INSTRUMENTS

A. The Bidder accepts to be paid by any of the following Electronic Payment Instrument(s):

- () Direct Deposit (Domestic and International);
- () Electronic Data Interchange (EDI) (International Only); and
- () Wire Transfer (International Only).

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- A. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- B. An evaluation team composed of representatives of Canada will evaluate the bids.
- C. The evaluation team will determine if there are two (2) or more bids with a valid Canadian content certification with the bids coming from two or more Bidders that are not affiliated within the meaning used in the *Competition Act*, R.S.C., 1985, c. C-34. In that event, only those bids with a valid certification will be eligible to be awarded a contract; otherwise, all bids will be eligible. If at any point in the evaluation process it is found, whether by determination of invalidity of certifications, determination that bids are non-responsive or withdrawal of bids by Bidders, that there are no longer two (2) or more responsive bids with a valid certification, then all responsive bids will be eligible to be awarded a contract. Canada may conduct the validation of Canadian content certifications at any time in the evaluation process including doing so concurrently with other steps..

4.1.1 Technical Evaluation

- A. Mandatory technical evaluation criteria are included in the attachment to Part 4 entitled Evaluation Criteria.

4.1.2 Financial Evaluation

4.1.2.1 Firm Goods and/or Services

- A. The price of the bid will be evaluated in Canadian dollars, Delivered Duty Paid (DDP) destination, Incoterms 2010, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

4.2 Basis of Selection - Lowest Evaluated Price, Mandatory Technical Criteria

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

ATTACHMENT 1 TO PART 4 - EVALUATION CRITERIA

See attached document entitled:

“MANDATORY TECHNICAL EVALUATION CRITERIA: Cold Filter Plugging Point Instrument (9 January 2023)”.

ATTACHMENT 2 TO PART 4 - PRICING SCHEDULE

1. General

- A. Bidders must submit a Firm Unit Price for each Item.
- B. Bidders are requested to complete the following Pricing Schedule and include it in the bid.
- C. All prices and costs must be submitted in Canadian Dollars, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

2. Firm Goods and/or Services

2.1 Cold Filter Plugging Point Instrument

- A. The Firm Unit Price(s) include(s) associated specifications, training, and deliverables as per Annex A, Requirement, Delivered Duty Paid (DDP) specified Delivery Point, Incoterms 2010:

Item	Delivery Point	Quantity Required (A)	Firm Unit Price (B)	Sub-Total (C = A x B)
001	DND, QETE Supply 45 Blvd Sacré Coeur, Room C1113, Ramp 7/8 Gatineau, QC, J8X 1C6	1	\$	\$
Total (D = sum C)				\$

PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

5.1 General

- A. Bidders must provide the required certifications and additional information to be awarded a contract.
- B. 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.
- C. 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.

5.1.2 Certifications - Contract

- A. Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

5.2 Certifications Required with the Bid

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

5.2.1 Integrity Provisions - Declaration of Convicted Offences

- A. 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](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.3 Certifications Precedent to Contract Award and Additional Information

- A. 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.

5.3.1 Integrity Provisions - Required Documentation

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

5.3.2 Federal Contractors Program for Employment Equity - Bid Certification

- A. 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](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#)" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

- B. 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.

5.3.3 Canadian Content Certification

- A. This procurement is conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the good(s) offered are Canadian goods, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the bid will result in the good(s) offered being treated as non-Canadian goods.

The Bidder certifies that:

- () the good(s) offered are Canadian goods as defined in paragraph 1 of clause [A3050T](#).

5.3.4 Canadian Content Definition

- A. Canadian good: A good wholly manufactured or originating in Canada is considered a Canadian good. A product containing imported components may also be considered Canadian for the purpose of this policy when it has undergone sufficient change in Canada, in a manner that satisfies the definition specified under the North American Free Trade Agreement (NAFTA) Rules of Origin. For the purposes of this determination, the reference in the NAFTA Rules of Origin to "territory" is to be replaced with "Canada". (Consult Section 3.130 and Annex 3.6 of the Supply Manual for further information.)
- B. Canadian service: A service provided by an individual based in Canada is considered a Canadian service. Where a requirement consists of only one service, which is being provided by more than one individual, the service will be considered Canadian if a minimum of 80 percent of the total bid price for the service is provided by individuals based in Canada.
- C. Variety of goods: When requirements consist of more than one good, one of the two methods below is applied:
- a. aggregate evaluation: no less than 80 percent of the total bid price must consist of Canadian goods; or,
 - b. item by item evaluation: in some cases, the bid evaluation may be conducted on an item-by-item basis and contracts may be awarded to more than one supplier. In these cases, suppliers will be asked to identify separately each item that meets the definition of Canadian goods.
- D. Variety of services: For requirements consisting of more than one service, a minimum of 80 percent of the total bid price must be provided by individuals based in Canada.
- E. Mix of goods and services: When requirements consist of a mix of goods and services, no less than 80 percent of the total bid price must consist of Canadian goods and services (as defined above). For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult Annex 3.6, Example 2, of the Supply Manual.
- F. Other Canadian goods and services: Textiles: Textiles are considered to be Canadian goods according to a modified rule of origin, copies of which are available from the Clothing and Textiles Division, Commercial and Consumer Products Directorate]

5.3.5 Product Conformance

- A. The Bidder certifies that all vehicles/equipment proposed conform, and will continue to conform throughout the duration of the contract, to all technical specifications of Annex A, Requirement. This certification does not relieve the bid from meeting all mandatory technical evaluation criteria detailed in Part 4.

Signature of Bidder's Authorized Representative Date

5.3.6 Contact information for Contractor's representative and After Sale Service

- A. The Bidder is requested to provide the information in Part 6 at 6.5.3 Contractor's Representative and at 6.5.4 After Sales Service.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

- A. The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract:
- (i) Reliability Status

6.2 Requirement

- A. The Contractor must provide the item(s) detailed under the Requirement at Annex A and the Basis of Payment at Annex B.

6.2.1 Technical Changes, Substitutes, and Alternatives

- A. Any technical changes, substitutes and alternatives proposed by the Contractor must be evaluated for acceptance by the Technical Authority. Any substitutes and alternatives must be equivalent in form, fit, function, quality and performance to what is being replaced and must be at no additional cost to Canada. Substitutes and alternatives that are offered as equivalent will only be acceptable once they are approved by the Technical Authority as an equivalent. A contract amendment will be issued.
- B. Should the Technical Authority not accept the substitute or the alternative and the Contractor is unable to meet the technical requirement, Canada may terminate the contract for default in accordance with the general conditions stated in the contract.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

- A. 2010A (2022-12-01), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract, with the following modification:
- (i) Article 01, Interpretation, definition of "Canada", "Crown", "His Majesty" or "the Government", is deleted in its entirety and replaced with the following:

"Canada", "Crown", "His Majesty" or "the Government"
means His Majesty the King in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that minister or, if applicable, an appropriate minister to whom the Minister of National Defence has delegated his or her powers, duties or functions and any other person duly authorized to act on behalf of that minister.
 - (ii) Article 09, Warranty, subsections 1 and 2 are deleted in their entirety and replaced with the following:
 1. Despite inspection and acceptance of the Work by or on behalf of Canada and without restricting any provisions of the Contract or any condition, warranty or provision imposed by law, the Contractor, if requested by Canada to do so, must replace, repair or correct, at its own option and expense any work that becomes defective or fails to conform to the requirements of the Contract, where applicable. The warranty period will be 12 months

after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer.

2. The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

All other provisions of the warranty section remain in effect.

6.3.2 Existing Technical Publications - Translation

- A. The Contractor grants to Canada a non-exclusive, perpetual, irrevocable and royalty-free license to translate and reproduce for government use all or any part of the technical publications supplied with the equipment delivered under the Contract. Copyright in the translation made by Canada or by independent contractors engaged by Canada will belong to Canada.

6.3.3 Supplemental General Conditions

- A. The following Supplemental General Conditions apply to and form part of the Contract:

- (i) 4003 (2010-08-16), Licensed Software;
Amend warranty period from 90 days to 12 months.
- (ii) 4004 (2013-04-25), Maintenance and Support Services for Licensed Software;
Add a period duration of 5 years for Software Support Period.

6.3.4 Compliance with on-site measures, standing orders, policies and rules

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

6.3.5 Suspension of the work

- A.
 1. The Contracting Authority may at any time, by written notice, order the Contractor to suspend or stop the Work or part of the Work under the Contract for a period of up to 180 days. The Contractor must immediately comply with any such order in a way that minimizes the cost of doing so. While such an order is in effect, the Contractor must not remove any part of the Work from any premises without first obtaining the written consent of the Contracting Authority. Within these 180 days, the Contracting Authority must either cancel the order or terminate the Contract, in whole or in part, under section(s) 23 or 24 of general conditions 2010A.
 2. When an order is made under subsection 1, unless the Contracting Authority terminates the Contract by reason of default by the Contractor or the Contractor abandons the Contract, the Contractor will be entitled to be paid its additional costs incurred as a result of the suspension plus a fair and reasonable profit.
 3. When an order made under subsection 1 is cancelled, the Contractor must resume work in accordance with the Contract as soon as practicable. If the suspension has affected the Contractor's ability to meet any delivery date under the Contract, the date for performing the part of the Work affected by the suspension will be extended for a period equal to the period of suspension plus a period, if any, that in the opinion of the Contracting Authority, following consultation with the Contractor, is necessary for the Contractor to resume the Work. Any equitable adjustments will be made as necessary to any affected conditions of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

A. The period of the Contract is from date of Contract to complete delivery inclusive.

6.4.2 Delivery Dates

A. All the deliverables must be received on or before the date(s) specified in Annex B of the Contract.

6.4.3 Delivery Points

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

B. The Contractor must deliver the goods by appointment only. The Contractor is responsible for contacting the Contracting Authority in advance of shipping to obtain the contact information for the delivery point(s). The Contractor or its carrier must arrange delivery appointments by contacting the delivery point(s). The consignee(s) may refuse shipments when prior arrangements have not been made. When the carrier is required to return due to its failure to make an appointment for delivery, Canada will not be liable to pay for additional costs.

6.5 Authorities

6.5.1 Contracting Authority

A. The Contracting Authority for the Contract is:

Name: Roxanne Grenier
Title: Materiel Acquisition and Support Specialist
Position: DLP 5-3-1
Address: Department of National Defence Headquarters
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
E-mail: Roxanne.Grenier@forces.gc.ca

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

6.5.2 Technical Authority

A. The Technical Authority for the Contract is:

[Contact information to be detailed in the resulting contract]

Name: _____
Title: _____
Position: _____
Address: Department of National Defence Headquarters
101 Colonel By Drive
Ottawa, Ontario K1A 0K2
Telephone: _____
E-mail: _____

B. The Technical 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 Technical Authority; however, the

Technical 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

[Contact information to be detailed in the resulting contract]

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

6.5.4 After Sales Service

A. The following dealer(s) and/or agent(s) is(are) authorized to provide after sales service, maintenance, and warranty repairs; and a full range of repair parts for the vehicle/equipment offered:

[Contact information to be detailed in the resulting contract]

Name: _____
Title: _____
Address: _____

Telephone: _____
E-mail: _____

6.6 Payment

6.6.1 Basis of Payment

6.6.1.1 Firm Unit Price(s)

- A. In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit price(s), as specified in Annex B for a cost of \$[amount to be detailed in the resulting contract]. Customs duties are included and Applicable Taxes are extra.
- B. For the firm price portion of the Work only, Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.6.2 Method of Payment

6.6.2.1 Multiple Payments

- A. Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:
 - (i) 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;
 - (ii) all such documents have been verified by Canada; and
 - (iii) the Work delivered has been accepted by Canada.

6.6.3 Electronic Payment of Invoices

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

[List to be updated in the resulting contract]

- (i) Direct Deposit (Domestic and International);
- (ii) Electronic Data Interchange (EDI) (International only); and
- (iii) Wire Transfer (International Only).

6.7 Invoicing

6.7.1 Invoicing Instructions

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

B. Each invoice must contain or be supported by the applicable documents:

- (i) A copy of proof(s) of training
- (ii) A copy of the release document and any other documents as specified in the Contract
- (iii) A description of the Work delivered; and

C. Invoices must be distributed as follows:

- (i) The invoice along with any required supporting documentation must be forwarded to the Contracting Authority for certification and payment at:

Email: [email to be detailed in the resulting contract]
- (ii) By submitting a .pdf copy, the Contractor certifies that the .pdf copy of each invoice will be considered as the original invoice. In addition, the Contractor must indicate the contract number and name of the Contracting Authority in its covering e-mail

6.7.2 Holdback

- A. A 10% holdback will apply on the total value of any due payment.
- B. Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous invoice.
- C. Release of the 10% holdback is conditional upon receipt and certified acceptance of all Work under this Contract.
- D. Invoicing instructions for the holdback are as detailed in the clause entitled "Invoicing Instructions".

6.8 Certifications and Additional Information

6.8.1 Compliance

- A. 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.

6.8.2 Canadian Content Certification

- A. The Contractor warrants that the certification of Canadian Content submitted by the Contractor is accurate and complete, and that the goods, services or both to be provided under the Contract are in accordance with the definition contained in SACC Manual clause [A3050T \(http://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A3050T/active\)](http://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A3050T/active).
- B. The Contractor must keep proper records and documentation relating to the origin of the goods, services or both provided to Canada. The Contractor must not, without obtaining before the written consent of the Contracting Authority, dispose of any such records or documentation until the expiration of 6 years after final payment under the Contract, or until settlement of all outstanding claims and disputes under the Contract, whichever is later. All such records and documentation must at all times during the retention period be open to audit, inspection and examination by the representatives of Canada, who may make copies and take extracts. The Contractor must provide all facilities for such audits, inspections and examinations, and must furnish all such information as the representatives of Canada may from time to time require with respect to such records and documentation.
- C. Nothing in this clause must be interpreted as limiting the rights and remedies which Canada may otherwise have pursuant to the Contract.

6.9 Applicable Laws

- A. The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario **or as specified by the bidder in its bid, if applicable**.

6.10 Priority of Documents

- A. 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:
 - (i) The Articles of Agreement;
 - (ii) The General Conditions [2010A](#) (2022-12-01), General Conditions - Goods (Medium Complexity);
 - (iii) Annex A, Requirement;
 - (iv) Annex B, Basis of Payment;
 - (vi) Annex C Security Requirements Check List;
 - (vi) The signed Task Authorizations (including all of its annexes, if any); and
 - (vii) the Contractor's bid dated **[date to be specified in the resulting contract]**, as clarified on **[date to be specified in the resulting contract, if required]**, and as amended on **[date to be specified in the resulting contract, if required]**.

6.11 Defence Contract

- A. The Contract is a defence contract within the meaning of the *Defence Production Act*, R.S.C. 1985, c. D-1 (<http://laws-lois.justice.gc.ca/eng/acts/d-1/>), and must be governed accordingly.
- B. Title to the Work or to any materials, parts, work-in-process or finished work must belong to Canada free and clear of all claims, liens, attachments, charges or encumbrances. Canada is entitled, at any time, to

remove, sell or dispose of the Work or any part of the Work in accordance with section 20 of the *Defence Production Act*.

6.12 Insurance - No Specific Requirement

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

6.13 Inspection and Acceptance

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

6.14 Post-Contract Award Meeting

- A. Within 10 days of the date of Contract, the Contractor must contact the Contracting Authority to determine if a post-contract award meeting is required. A meeting will be convened at the discretion of the Contracting Authority to review technical and contractual requirements. The Contractor must prepare and distribute the minutes of the meeting within 5 calendar days after the completion of the meeting. The meeting will be held at the Contractor's facility or via teleconference at Canada's discretion at no additional cost to Canada, with representatives of the Contractor and the Department of National Defence.

6.15 Quality Management Systems - Requirements (Quality Assurance Code C)

- A. The Contractor is responsible for implementing a quality system appropriate to the scope of the work to be performed. It is recommended that the quality system be based on *ISO 9001:2015 "Quality management systems - Requirements."*
- B. The Contractor is responsible for performing or having performed all inspections and tests necessary to substantiate that the materiel or services provided conform to the drawings, specifications and the requirements of the contract. The Contractor must keep accurate and complete inspection records which must, upon request, be made available to the authorized Department of National Defence (DND) representative, who may make copies and take extracts during the performance of the Contract and for a period of 1 year after the completion of the Contract.
- C. Despite the above, all materiel is subject to verification and acceptance by DND at destination. The authorized DND representative at destination may either be the consignee(s), the Technical Authority, or the Quality Assurance Authority.

6.16 Material

- A. Material supplied must be new unused and of current production by manufacturer.

6.17 Interchangeability

- A. Unless changes during the production run are authorized by the Contracting Authority, all vehicles/equipment supplied against any one item of a contract must be the same make and model, and all like assemblies, sub-assemblies and parts must be interchangeable.

6.18 Recall Notices

- A. All recall notices must be forwarded to the Technical Authority identified in this Contract.

6.19 Packaging

- A. The methods used for preservation and packaging must be in conformity with the Contractor's normal standard for domestic shipment or, if necessary, with standards for overseas shipment as below deck cargo.

6.20 Wood packaging materials

- A. All wood packaging materials used in shipping must conform to the [International Standards for Phytosanitary Measures No. 15: Regulation of Wood Packaging Material in International Trade \(ISPM 15\)](https://www.ippc.int/en/core-activities/standards-setting/ispms/) (<https://www.ippc.int/en/core-activities/standards-setting/ispms/>).
- B. Pertinent additional information on Canada's import and export programs is provided in the following Canadian Food Inspection Agency policy directives:
- (i) D-98-08 - [Entry Requirements for Wood Packaging Materials Produced in All Areas Other Than the Continental United States](http://www.inspection.gc.ca/plants/plant-protection/directives/forestry/d-98-08/eng/1323963831423/1323964135993) (<http://www.inspection.gc.ca/plants/plant-protection/directives/forestry/d-98-08/eng/1323963831423/1323964135993>); and
 - (ii) D-13-01 - [Canadian Heat Treated Wood Products Certification Program \(HT Program\)](http://www.inspection.gc.ca/plants/forestry/exports/ht-program/eng/1319462565070/1319462677967) (<http://www.inspection.gc.ca/plants/forestry/exports/ht-program/eng/1319462565070/1319462677967>).

6.21 Assembly/Preparation at Delivery

- A. The Contractor must send a Service Representative to each delivery destination to perform the assembly/preparation on all vehicles/equipment delivered. Cost to provide this service must be included in the price of each vehicle/equipment.

6.22 Tools and Loose Equipment

- A. For shipment verification, all items and tools, which are shipped loose with the equipment must be listed on the Inspection Certificate (CF1280) or on an attached packing note.

6.23 Delivery and Unloading

- A. Delivery trucks must be equipped with an unloading device which will permit unloading at sites with no hydraulic, stationary or other type of unloading facility.
- B. When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel.
- C. At some sites, the delivery truck must be unloaded while parked at the curb. When material is placed on the sidewalk, it must be placed in proximity to the designated entrance so as to be readily accessible to transport by mechanical handling equipment utilized by site personnel.

6.24 Incomplete Assemblies

- A. The Contractor must not ship incomplete assemblies unless the authorization for such shipment has been obtained from the Contracting Authority.

6.25 Work Site Access

- A. Authorized representatives of Canada must have access to any site where any part of the Work is being carried out at any time during working hours to make examinations and such tests of the Work as they may think fit.

6.26 Canadian Forces Site Regulations

- A. The Contractor must comply with all standing orders or other regulations, instructions, and directives in force on the site where the Work is performed.

6.27 Marking

- A. The Contractor must ensure that the manufacturer's name and part number are clearly stamped or etched on each item for positive identification purposes.

6.28 Labelling

- A. The Contractor must ensure that the manufacturer's and specification numbers appear on each item, either printed on the container or on an adhesive label of highest commercial standard affixed to the container.

6.29 Dispute Resolution Services

- A. The parties understand that the Procurement Ombudsman appointed pursuant to subsection 22.1 (1) of the Department of Public Works and Government Services Act will, on request of a party, provide a proposal for an alternative dispute resolution process to resolve any dispute arising between the parties respecting the interpretation or application of a term or condition of this contract. The parties may consent to participate in the proposed alternative dispute resolution process and to bear the cost of such process. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.

6.30 United States Military Specifications and Standards

- A. The Contractor is responsible for obtaining copies of all United States (US) military specifications and standards which may be applicable to the requirement. These specifications and standards are available commercially, or may be obtained by visiting the US Department of Defence Website, at the following address: [US Department of Defence \(http://www.defense.gov/\)](http://www.defense.gov/).

6.31 Electrical Equipment

- A. All electrical equipment supplied under the Contract must be certified or approved for use in accordance with the Canadian Electrical Code, Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada.

ANNEX A - REQUIREMENT

See attached document(s) entitled:

“Statement of Work (SOW): Cold Filter Plugging Point Instrument (09 January 2023)”.

ANNEX B - BASIS OF PAYMENT

1. General

A. All prices and costs are in Canadian Dollars, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

2. Firm Goods and/or Services

2.1 Cold Filter Plugging Point Instrument

A. The Firm Unit Price(s) include(s) associated specifications, training, and deliverables as per Annex A, Requirement, Delivered Duty Paid (DDP) specified Delivery Point, Incoterms 2010:

Item	Delivery Point	Delivery Date	Quantity Required	Make/Model	Firm Unit Price
001	DND, QETE Supply 45 Blvd Sacré Coeur, Room C1113, Ramp 7/8 Gatineau, QC, J8X 1C6 Attn :	[Date à préciser dans le contrat subséquent]	1	[à préciser dans le contrat subséquent]	[Coût à préciser dans le contrat subséquent] \$

2.2 Extended Warranty Period

A. If the warranty period is extended for an additional period of [To be added in the resulting contract] months/calendar days, the Contractor will be paid a firm unit price of \$[Cost to be detailed in the resulting contract] per vehicle/equipment, applicable taxes are extra.

ANNEX C - SECURITY REQUIREMENTS CHECK LIST

See attached document entitled SECURITY REQUIREMENTS CHECK LIST (SRCL) - LISTE DE VERIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS).

[Page 4 of the SRCL to be inserted in the resulting contract]

ANNEX A

Statement of Work (SOW)

Cold Filter Plugging Point Instrument

Customer Control Number: 200513-3997
DND Document #: RDIMS # 6170510
Date: 09 January 2023

Prepared by:

QETE 3-3
Department of National Defence
Quality Engineering Test Establishment
NPB, 45 blvd Sacré Coeur
Gatineau, QC J8X 1C6



NOTICE

This documentation has been reviewed by the Technical Authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'Autorité technique et ne contient pas de marchandises contrôlées.

1. SCOPE

1.1. Objective

- 1.1.1. The purpose of this Statement of Work (SOW) is to define the technical requirements for a cold filter plugging point instrument.

1.2. Background

- 1.2.1 The Quality Engineering Test Establishment (QETE) is a field unit within the Canadian Armed Forces (CAF) with the mandate to provide the Department of National Defence (DND) and the CAF with specialized, technology-based test and investigative services required to support engineering decisions throughout all phases of materiel acquisition and support. QETE provides technical advice and consultation, material evaluation, investigation and analysis, calibration and measurement, in the domains of mechanical and materials engineering, applied science, electrical engineering, measurement science and imagery.
- 1.2.2 QETE is the Technical Authority for Fuels and Lubricants for the Canadian Army and Royal Canadian Air Force (RCAF) which includes the activity of tactical fluids (RCAF) and fuels and lubricants (Canadian Army). This group provides technical direction and support to the development, acquisition, upgrade or disposal of petroleum products, associated products and related facilities and support of contractor quality control systems.

1.3. Terminology

ASTM	American Society for Testing and Materials (officially named ASTM International)
CAF	Canadian Armed Forces
CFPP	Cold Filter Plugging Point
CGSB	Canadian General Standards Board
CSA	Canadian Standards Association
DCT	Digital Contact Thermometer
DND	Department of National Defence
FSR	Factory Service Representative
IEC	International Electrotechnical Commission
ISO	International Organization for Standardization
NPB	National Printing Bureau
OEM	Original Equipment Manufacturer
QETE	Quality Engineering Test Establishment
SOW	Statement of Work

2. REFERENCE DOCUMENTS

- 2.1. The latest version of the following standards, references and documents apply to this SOW:

- 2.1.1. Canadian Electrical Code.
- 2.1.2. ASTM D6371 Standard Test Method for Cold Filter Plugging Point of Diesel and Heating Fuels.
- 2.1.3. CAN-CGSB-3.517 Diesel Fuel.
- 2.1.4. ISO/IEC 8217 Petroleum products – Fuels (class F) – Specifications of Marine Fuels.
- 2.1.5. ISO/IEC 17025 General requirements for the competence of testing and calibration laboratories.

3. REQUIREMENTS

3.1. Scope of Work

- 3.1.1. QETE has a requirement for a cold filter plugging point (CFPP) instrument for the purpose of analyzing fuel samples and testing to ASTM D6371 requirements. The scope of work includes the delivery of the equipment to QETE's facilities in Gatineau, Quebec along with virtual support for installation and setup of the equipment by DND personnel and virtual training.
- 3.1.2. General Requirements:
 - 3.1.2.1. All electrical components of the equipment must be certified or approved for use in accordance with the Canadian Electrical Code, Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada.
 - 3.1.2.2. The CFPP instrument must operate from a 110VAC / 60Hz electrical power supply delivered through a NEMA 5-20P for 20Amp at 110V outlet. A power cable with plug for connection to this power supply must be installed on the CFPP instrument.
 - 3.1.2.3. The CFPP instrument must fit on a laboratory benchtop, including any space requirements recommended by the manufacturer to accommodate safe and effective operation of the equipment (e.g. for airflow and cable attachments).
 - 3.1.2.4. The CFPP instrument must be a standalone turnkey instrument with the operating and analysis software and hardware built into the instrument.
- 3.1.3. CFPP instrument physical and performance requirements:
 - 3.1.3.1. The CFPP instrument must meet the definition and requirements of an "Automated Apparatus" as specified in ASTM D6371.
 - 3.1.3.2. The CFPP instrument must perform the standard test method for automated apparatus specified in ASTM D6371 for determining the cold filter plugging point of diesel fuels that meet the requirements of CAN-CGSB-3.517 and ISO 8217.
 - 3.1.3.3. The CFPP instrument must adjust the temperature of a specimen to a value specified by the operator within a range of $-50\text{ }^{\circ}\text{C}$ to $+45\text{ }^{\circ}\text{C}$.
 - 3.1.3.4. The CFPP instrument must measure the temperature of a specimen with a digital contact thermometer (DCT).
 - 3.1.3.5. The DCT must measure the temperature of a specimen in the range from $-50\text{ }^{\circ}\text{C}$ to $+45\text{ }^{\circ}\text{C}$.
 - 3.1.3.6. The DCT display resolution must be $0.1\text{ }^{\circ}\text{C}$ or better.
 - 3.1.3.7. The DCT accuracy for the combined probe and sensor must be $\pm 0.1\text{ }^{\circ}\text{C}$ or better.
 - 3.1.3.8. The CFPP instrument must provide a touch screen for operator control of the instrument.
 - 3.1.3.9. The CFPP instrument must record and store the results of a minimum of 500 test runs in its internal memory.
 - 3.1.3.10. The CFPP instrument must export the test results in MS Excel compatible files to an external storage device (e.g. USB memory stick, laptop computer, external hard drive).
 - 3.1.3.11. The Contractor must provide three (3) sets of sampling apparatus, which includes all items needed to prepare a specimen for testing as identified in the operator's manual. Specific items will vary by manufacturer, but are expected to

include test jars and caps, filter holders, pipettes, stoppers and all other items identified in the operator's manual that are required for specimen preparation.

- 3.1.3.12. The Contractor must provide a sufficient quantity of consumable items needed to complete 200 test runs. Consumable items include filter paper and wire mesh gauze (as specified in ASTM D6371) and any other items that are recommended for single use by the manufacturer.
- 3.1.3.13. The Contractor must provide all necessary cables, connectors and instrument specific accessories that required for a fully functional instrument.
- 3.1.3.14. The equipment must include a full calibration kit, including all accessories needed by the operator to calibrate the instrument hardware.
- 3.1.4. Operating and Analysis Software Requirements:
 - 3.1.4.1. The equipment must include the latest version of the manufacturer's software designed for data acquisition, processing and reporting.
 - 3.1.4.2. Experiment parameters, experiment methods, and operation must be entered and performed through the operating software via the touch screen.
 - 3.1.4.3. The graphic user interface must provide the functionality for users to manipulate all instrumental settings and process each data output component via the touch screen. Users are trained scientists with laboratory experience in the use and application of petroleum analysis test equipment.
 - 3.1.4.4. The software must include data analytics to support decision making for system maintenance and calibration.
- 3.1.5. Environmental requirements:
 - 3.1.5.1. Substances listed under the *Prohibition of Certain Toxic Substances Regulations* (SOR/2012-285) must not be incorporated in any part of the equipment.
 - 3.1.5.2. Mercury must not be incorporated in any part of the equipment.
 - 3.1.5.3. Asbestos must not be incorporated in any part of the equipment.
 - 3.1.5.4. Polychlorinated Biphenyls (PCBs) must not be incorporated in any part of the equipment.
- 3.2. Tasks
 - 3.2.1. On-site Installation and Commissioning
 - 3.2.1.1. The Contractor must install the Equipment in DND's facilities in the QETE 3-3 Applied Chemistry Laboratory in the National Printing Bureau building at 45 Sacré-Coeur Blvd, Gatineau, Québec.
 - 3.2.1.2. The Contractor must perform all actions needed to commission the Equipment for operational use by DND staff. Commissioning includes conducting all visual inspections, system checks, tests, on-site calibration and any other activities specified by the manufacturer's standard operating procedures for commissioning new Equipment to ensure that the Equipment will function in accordance with the requirements of this SOW as well as the manufacturer's specifications.
 - 3.2.1.3. The installation, levelling, securing, initial start-up, and on-site calibration of Equipment must be performed by the Contractor's authorized factory service representatives (FSRs).
 - 3.2.1.4. The Contractor must supply all tools and supplies needed by the Contractor's FSRs to complete the installation, calibration and commissioning.

- 3.2.1.5. DND will not facilitate access to the internet for the Contractor. The Contractor must provide their own internet access.
- 3.2.2. Training: The Contractor must provide four hours of on-site training in English for experienced scientists with knowledge in petroleum products analysis equipment and applications. The on-site training is expected to occur in the afternoon on the same day as the on-site installation occurs. The training must include:
 - (a) an overview of the equipment and safety features;
 - (b) the operation, calibration and maintenance that will be performed by the operator; and
 - (c) a tutorial using the delivered equipment and test samples to be provided by QETE.
- 3.2.2.1. The Contractor must provide the following training documentation:
 - (a) Training Summary Report that identifies all students who participated in the training, the date and location of the training, and the instructor, and
 - (b) Training Certificate for each student that identifies the student's name and organization, the training activity, the date and location of the training, the approved training organization's name, logo, and authorized signature.
- 3.2.3. Technical Service Support
 - 3.2.3.1. A support service desk function must be provided for the warranty period specified in the Contract, to help Canada in answering questions with respect to the equipment that includes telephone technical support during the Contractor's normal business hours and e-mail technical support with a response within 48 hours excluding weekends and public holidays. Canada must be advised in writing as soon as reasonably possible in the event of safety-related product recalls or advisories, component defects, security vulnerabilities and other events that may adversely affect product performance and/or functionality.
 - 3.2.3.2. All provided proprietary software must be of the most current version and must be provided with a full end-user licence not limited in time, and provided with a backup CD/DVD disk(s)/USB.
 - 3.2.3.3. Optional Preventive Maintenance – Canada may require on-site annual preventive maintenance services at QETE's facilities in Gatineau, Québec. If the option is exercised, preventive maintenance must:
 - (a) include tests, measurements, adjustments, and parts replacement, as recommended by the equipment manufacturer for preventive maintenance; and
 - (b) include equipment calibration in accordance with the manufacturer's recommendations for periodic calibration.
- 3.2.4. Equipment Certifications
 - 3.2.4.1. Certificate of Calibration – The Contractor must provide a Certificate of Calibration for a traceable calibration for the CFPP instrument performed in a laboratory having a quality management system compliant with ISO/IEC 17025.
 - 3.2.4.2. Certificate of Conformance – The Contractor must provide a Certificate of Conformance to attest that the delivered equipment has been manufactured according to the Contractor's published specifications and has been verified to function as designed. The Certificate must identify the location and date of completion of manufacturing and must be signed by an authorized representative of the manufacturer.

- 3.2.4.3. Statement of Compliance – The Contractor must provide a Statement of Compliance to attest that the delivered equipment meets the requirements of the Contract. The Statement of Compliance may be provided within the Certificate of Conformance or as a separate document.
- 3.2.4.4. Statement of Continued Production and Software Support – The Contractor must provide a Statement of Continued Production to attest that the equipment is neither manufacturer-discontinued nor is there an intent to discontinue the manufacturing of the equipment within two years. The Statement must also attest that software Maintenance Releases will be delivered in accordance with the terms of the Contract for a Software Support Period of ten years following delivery of the Equipment.
- 3.2.4.5. Equipment Environmental Assessment Report (Appendix 1) – The contractor must prepare and submit an Equipment Environmental Assessment (EEA) for Technical Authority approval. The EEA includes the list of integrated hazardous substances and chemical products incorporated in the equipment design. The EEA must include Safety Data Sheets (SDS) for all hazardous chemical products in accordance with WHMIS 2015 requirements. The Contractor may provide confidential information in a separate document. Note: Proprietary information will be treated with confidentiality.
- 3.2.5. Equipment Documentation – The Contractor must provide the following documentation in support of the delivered equipment :
 - 3.2.5.1. A User Operations Manual must be provided with the equipment. The User Operations Manual must provide detailed information about the functionality and operation of the equipment and the care, maintenance and calibration/verification steps of the equipment that is normally performed by the user.

4. DELIVERABLES

4.1 Required deliverables are listed in Table 4-1.

Table 4-1 List of Required Deliverables			
No.	Deliverable Item	Qty	Notes
1	Cold Filter Plugging Point instrument with operating and analysis software	1	
2	Sampling Apparatus Set	3	
3	Consumables Set	1	Sufficient quantities to complete 200 test runs
4	On-site Installation and Commissioning Services	1	Within 30 days of equipment delivery, or as mutually agreed by the Contractor and the Technical Authority
5	On-site Training Services	1	1 training session of 4 hours duration
6	Certificate of Calibration	1	1 electronic copy by email
7	Certificate of Conformance	1	1 electronic copy by email
8	Statement of Compliance	1	1 electronic copy by email
9	Statement of Continued Production and Software Support	1	1 electronic copy by email
10	Equipment Environmental Assessment Report	1	1 electronic copy by email

Table 4-1 List of Required Deliverables			
No.	Deliverable Item	Qty	Notes
11	User Operations Manual	1	1 electronic copy by email

4.2 Optional deliverables are listed in Table 4-2.

Table 4-2 List of Optional Deliverables			
No.	Deliverable Item	Qty	Notes
1	On-site Preventive Maintenance and Calibration Services – Year 1	1	Including labour, parts, shipping of parts, and travel.
2	On-site Preventive Maintenance and Calibration Services – Year 2	1	Including labour, parts, shipping of parts, and travel.
3	On-site Preventive Maintenance and Calibration Services – Year 3	1	Including labour, parts, shipping of parts, and travel.
4	On-site Preventive Maintenance and Calibration Services – Year 4	1	Including labour, parts, shipping of parts, and travel.
5	On-site Preventive Maintenance and Calibration Services – Year 5	1	Including labour, parts, shipping of parts, and travel.

4.3 Format for Documentation

- 4.3.1 Equipment documentation, reports, certificates and compliance statements must be provided in English or French.
- 4.3.2 Equipment documentation and reports may be provided in Contractor format.
- 4.3.3 Unless otherwise specified, certificates and compliance statements may be provided in Contractor format.
- 4.3.4 Document files provided in electronic format must be supplied in searchable PDF file format, unless stated otherwise.
- 4.3.5 Electronic document files must be functional without the requirement for a password, an auto-run installation procedure or an Internet connection.

Appendix 1 to Annex A Statement of Work – Equipment Environmental Assessment Report

DATA ITEM DESCRIPTION (DID)																																			
1. TITLE Equipment Environmental Assessment (EEA) Report			2. IDENTIFICATION NUMBER QETE 3-3 CFPP EEA																																
3. DESCRIPTION The EEA Report identifies and documents all integrated hazardous substances and hazardous chemical products in the equipment design.																																			
4. APPROVAL DATE		5. OFFICE OF PRIMARY INTEREST QETE 3-3 Petroleum Products Laboratory		6. GIDEP APPLICABLE N/A																															
7. APPLICATION/INTERRELATIONSHIP This DID contains content and preparation instructions for the EEA Report as required by the SOW.																																			
8. ORIGINATOR			9. APPLICABLE FORMS N/A																																
10. PREPARATION INSTRUCTIONS																																			
<p>10.1 FORMAT</p> <p>The EEA Report may be completed in the Contractor's format.</p> <p>10.1.1 Title Page</p> <p>a. Equipment Name and NSN (if available)</p> <p>b. Assessment Contact: Name, title and company name of the author of the EEA</p> <p>10.1.2 Tables</p> <p>Table 1 lists the integrated hazardous substances and chemical products that must be identified, if they are incorporated in the equipment design. The hazardous chemical products must have safety data sheets (SDS) which conform to WHMIS 2015*, to be provided in Annex A.</p> <p>* The Workplace Hazardous Materials Information System (WHMIS) is Canada's national hazard communication standard.</p> <p>Table 2 lists the ionizing and non-ionizing radiation sources and batteries.</p> <p>Table 1 Identification of Hazardous Substances and Chemical Products</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Integrated Hazardous Substances</th> <th style="text-align: center;">NSN</th> <th style="text-align: center;">Original OEM Part Number</th> <th style="text-align: center;">Item Description</th> <th style="text-align: center;">Location</th> <th style="text-align: center;">Additional Details</th> </tr> </thead> <tbody> <tr> <td>Arsenic, Cadmium, Chromium VI, Cobalt, Lead, Radioactive metals</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Halocarbons – refrigerant and air-conditioning systems</td> <td></td> <td></td> <td></td> <td></td> <td>Type and weight (kg). Global Warming Potential of Hydrofluorocarbons used for refrigerant applications.</td> </tr> <tr> <td>Mercury and its compounds</td> <td></td> <td></td> <td></td> <td></td> <td>Form of mercury (e.g. liquid, vapour) and weight (mg)</td> </tr> <tr> <td>Polychlorinated Biphenyl (PCBs)</td> <td></td> <td></td> <td></td> <td></td> <td>Form (liquid or solid), quantity (kg), volume (L) and concentration in ppm</td> </tr> </tbody> </table>						Integrated Hazardous Substances	NSN	Original OEM Part Number	Item Description	Location	Additional Details	Arsenic, Cadmium, Chromium VI, Cobalt, Lead, Radioactive metals						Halocarbons – refrigerant and air-conditioning systems					Type and weight (kg). Global Warming Potential of Hydrofluorocarbons used for refrigerant applications.	Mercury and its compounds					Form of mercury (e.g. liquid, vapour) and weight (mg)	Polychlorinated Biphenyl (PCBs)					Form (liquid or solid), quantity (kg), volume (L) and concentration in ppm
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Polychlorinated Biphenyl (PCBs)					Form (liquid or solid), quantity (kg), volume (L) and concentration in ppm																														

Hazardous Chemical Products (SDS Required)	NSN	Original OEM Part Number	Ingredient	Chemical Abstract Service Number (CAS#)	Controls*
Halocarbons – Fire extinguishing systems					
Halocarbons – In aerosol Products					
Paints and related commodities (Chemical Agent Resistant Coating (CARC) – CARC and non-CARC)					
Fire-fighting Foams					
Cleaner and Degreasers					
POs (Petroleum, Oils, Lubricants)					
Adhesives					
Anti-seize					
Corrosion Inhibitor					
Decontaminant					
Detector Kit Chemical substances					

*Controls: Identify if the substance is regulated under the *Canadian Environmental Protection Act* (CEPA); targeted in Schedule 1, Toxic Substance List under the CEPA and/or subject to the reporting requirements under the National Pollutant Release Inventory (NPRI).

Table 2 Identification of radiation sources and batteries

Categories	NSN	Original OEM Part Number	Item Description	Location*	Additional Details
Non-ionizing radiation					Type of electromagnetic energy (laser, microwave, radio frequency) and strength
Ionizing radiation					Type and quantity or activity level
Batteries					Type

* Identify the system/sub-system where these items are located.

10.1.3 References

List references consulted in the completion of the table (such as Canadian legislation, DND policies and procedures, technical documentation)

Annex A Safety Data Sheets (SDS)

For all hazardous chemical products identified in Table 1, ensure SDS are provided as per WHMIS 2015.

MANDATORY TECHNICAL EVALUATION CRITERIA

Cold Filter Plugging Point Instrument

9 January 2023

The Bid must meet the mandatory requirements specified below. Bidders must provide the necessary documentation to support compliance with the requirements, including technical data sheets, specifications, brochures and/or other relevant technical documentation describing the equipment offered and demonstrating compliance. Each mandatory technical criterion should be addressed separately and in the order presented below.

No.	Mandatory Technical Criteria	Supporting Evidence Required
M1	The Bidder or the manufacturer must have an established Environmental Management System (EMS) which is consistent with the principles presented in ISO 14001. The Bidder or the manufacturer must have a formalized set of procedures and control measures in place to demonstrate environmental compliance and minimize environmental impact of the work.	The Bidder must provide a copy of a valid ISO 14001 Certification for the Bidder or the manufacturer, or provide a description of the Bidder's or the manufacturer's Environmental Management System that demonstrates that formalized procedures and control measures are in place to minimize the environmental impact of the work performed by the company.
M2	The Bidder must provide supporting evidence in their proposal to demonstrate that their proposed solution meets the mandatory requirements specified in the Mandatory Requirements Compliancy Matrix.	The Bidder should complete the Mandatory Requirements Compliancy Matrix.

Mandatory Requirements Compliancy Matrix

Bidders should provide a description of how the requirement is met or provide a reference to their technical proposal where information can be found that clearly shows how the requirement is met by the proposed solution. Where the Bidder's technical documentation does not clearly demonstrate that the equipment offered will meet a specific requirement, the Bidder must provide additional descriptions of how the requirement will be met by the proposed solution.

SOW Reference Paragraph	Mandatory Technical Criteria	Proposal Reference or Description
3.	REQUIREMENTS	
3.1.3.	CFPP instrument physical and performance requirements:	
3.1.3.1.	The CFPP instrument must meet the definition and requirements of an "Automated Apparatus" as specified in ASTM D6371.	

SOW Reference Paragraph	Mandatory Technical Criteria	Proposal Reference or Description
3.1.3.2.	The CFPP instrument must perform the standard test method for automated apparatus specified in ASTM D6371 for determining the cold filter plugging point of diesel fuels that meet the requirements of CAN-CGSB-3.517 and ISO 8217.	
3.1.3.3.	The CFPP instrument must adjust the temperature of a specimen to a value specified by the operator within a range of – 50 °C to +45 °C.	
3.1.3.4.	The CFPP instrument must measure the temperature of a specimen with a digital contact thermometer (DCT).	
3.1.3.5.	The DCT must measure the temperature of a specimen in the range from –50 °C to + 45 °C.	
3.1.3.6.	The DCT display resolution must be 0.1°C or better.	
3.1.3.7.	The DCT accuracy for the combined probe and sensor must be ±0.1°C or better.	



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

**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	2. Branch or Directorate / Direction générale ou Direction
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

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

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

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

6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets?
Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS?
(Specify the level of access using the chart in Question 7. c)
(Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c) No / Non Yes / Oui

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

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

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

Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
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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"/> Specify country(ies): / Préciser le(s) pays:	Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	Restricted to: / Limité à: <input type="checkbox"/> 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"/>

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

PART A (continued) / PARTIE A (suite)

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

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

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

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

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

<input 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? No Yes
 Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? Non Oui
 If Yes, will unscreened personnel be escorted?
 Dans l'affirmative, le personnel en question sera-t-il escorté? No Yes
 Non Oui

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

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

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

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

PRODUCTION

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

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data? No Yes
 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? Non Oui

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



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

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

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

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / 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? No Yes
 La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? Non 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? No Yes
 La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? Non 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).