

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des soumissions – TPSGC

**11 Laurier St. / 11, rue Laurier
Place du Portage , Phase III
Core 0B2 / Noyau 0B2
Gatineau**

**Québec
K1A 0S5**

Bid Fax: (819) 997-9776

Request For a Standing Offer Demande d'offre à commandes

National Individual Standing Offer (NISO)

Offre à commandes individuelle nationale (OCIN)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

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

Issuing Office - Bureau de distribution

Civilian Aircraft Division/Division des Avions Civils
Portage III 8C1 - 50

11 Laurier St./11 rue Laurier
Gatineau
Québec
K1A 0S5

Title - Sujet Remotely Piloted Aircraft System	
Solicitation No. - N° de l'invitation M7594-185423/C	Date 2019-08-02
Client Reference No. - N° de référence du client M7594-185423	GETS Ref. No. - N° de réf. de SEAG PW-\$CAG-011-27419
File No. - N° de dossier 011cag.M7594-185423	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-09-30	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Gratton, Isabelle	Buyer Id - Id de l'acheteur 011cag
Telephone No. - N° de téléphone (819)420-5362 ()	FAX No. - N° de FAX (819)997-0437
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	
Security - Sécurité This request for a Standing Offer includes provisions for security. Cette Demande d'offre à commandes comprend des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address	
Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone	
Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print)	
Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date



Destination Code - Code destinataire	Destination Address - Adresse de la destination	Invoice Code - Code bur.-comptable	Invoice Address - Adresse de facturation
D - I	various RCMP detachments across Canada	I - I	various RCMP detachments across Canada



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM Destination	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	Remotely Piloted Aircraft System	D - 1	I - 1	1	Each	\$	\$	See Herein	

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	3
1.1 INTRODUCTION	3
1.2 SUMMARY	3
1.3 SECURITY REQUIREMENTS	4
1.4 DEBRIEFINGS	4
PART 2 - OFFEROR INSTRUCTIONS	4
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	4
2.2 SUBMISSION OF OFFERS	5
2.3 ENQUIRIES - REQUEST FOR STANDING OFFERS	5
2.4 APPLICABLE LAWS	5
PART 3 - OFFER PREPARATION INSTRUCTIONS.....	5
3.1 OFFER PREPARATION INSTRUCTIONS.....	5
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	7
4.1 EVALUATION PROCEDURES	7
4.2 BASIS OF SELECTION.....	7
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION	8
5.1 CERTIFICATIONS REQUIRED WITH THE OFFER.....	9
5.2 CERTIFICATIONS PRECEDENT TO THE ISSUANCE OF A STANDING OFFER AND ADDITIONAL INFORMATION.....	9
PART 6 – SECURITY REQUIREMENTS.....	9
6.1 SECURITY REQUIREMENTS	9
PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES	10
A. STANDING OFFER	10
7.1 OFFER	10
7.2 SECURITY REQUIREMENTS	10
7.3 STANDARD CLAUSES AND CONDITIONS	10
7.4 TERM OF STANDING OFFER.....	11
7.5 AUTHORITIES	11
7.6 IDENTIFIED USERS	12
7.7 CALL-UP INSTRUMENT	12
7.8 LIMITATION OF CALL-UPS.....	13
7.9 FINANCIAL LIMITATION	13
7.10 INSPECTION AND ACCEPTANCE	13
7.11 INSURANCE	13
7.12 PRIORITY OF DOCUMENTS.....	14
7.13 CERTIFICATIONS AND ADDITIONAL INFORMATION	14
B. RESULTING CONTRACT CLAUSES	14
7.1 STATEMENT OF WORK.....	14
7.2 STANDARD CLAUSES AND CONDITIONS	14
7.3 TERM OF CONTRACT	15
7.4 PAYMENT	15
7.5 INVOICING INSTRUCTIONS	17
ANNEX "A"	18

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME

STATEMENT OF WORK	18
ANNEX "B"	29
BASIS OF PAYMENT	29
ANNEX "C"	36
RCMP LOCATIONS	36
ANNEX "D"	38
OFFER PACKAGE CHECKLIST	38
ANNEX "E"	39
PERIODIC USAGE REOIRT	29
ANNEX "F"	40
SECURITY REQUIREMENTS CHECKLIST, SECURITY CLAUSES AND TBS/SCT 330-23E FORM.....	40
ANNEX "G"	51
ELECTRONIC PAYMENT INSTRUMENTS.....	51
ANNEX "H"	52
BID EVALUATION CRITERIA	52

PART 1 - GENERAL INFORMATION

1.1 Introduction

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

- | | |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement; |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO; |
| Part 3 | Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified; |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications and Additional Information: includes the certifications and additional information to be provided; |
| Part 6 | Security Requirements: includes specific requirements that must be addressed by offerors; and |
| Part 7 | 7A, Standing Offer, and 7B, Resulting Contract Clauses: |
- 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
- 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

List of Annexes:

Annex A Statement of Work
Annex B Basis of Payment
Annex C Delivery Locations
Annex D Offeror's Offer Package Checklist
Annex E Periodic Usage Report
Annex F Security Requirements Checklist, Security Clauses and TBS/SCT 330-23E Form
Annex G Electronic Payment Instruments
Annex H Bid Evaluation Criteria

1.2 Summary

- 1.2.1 The Royal Canadian Mounted Police (RCMP) has a requirement for a National Individual Standing Offer (NISO) for the provision and delivery of Remotely Piloted Aircraft Systems, spare parts, accessories, training, and technical support, as detailed in Annex "A", on an "as and when required" basis, for delivery to RCMP divisions detailed in Annex "C".

The Standing Offer will be valid for a period of two (2) years from the date of issuance with the option to extend for three (3) additional one-year periods.

One standing offer will be issued as a result of this RFSO. The total value of the standing offer will not exceed \$4,071,000.00, applicable taxes excluded.

- 1.2.2 The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA).
- 1.2.3 The requirement is subject to a preference for Canadian goods and services.
- 1.2.4 The Request for Standing Offers (RFSO) is to establish a National Individual Standing Offer for the delivery of the requirement detailed in the RFSO, to the Identified Users across Canada, including areas subject to Comprehensive Land Claims Agreements (CLCAs).
- 1.2.5 This RFSO allows offerors to use the epost Connect service provided by Canada Post Corporation to transmit their offers electronically. Offerors must refer to Part 2 of the RFSO entitled Offeror Instructions and Part 3 of the RFSO entitled Offer Preparation Instructions, for further information on using this method.

1.3 Security Requirements

There are security requirements associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, offerors should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

1.4 Debriefings

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

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2006](#) (2018-05-22) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

2.1.1 Firm Price and/or Rates

The Offeror is required to submit firm prices and/or rates or both applicable for the entire period of the Standing Offer, including the option years (see Annex "B").

2.1.2 Condition of Material

Material supplied must be new and conform to the latest issue of the applicable drawing, specification and/or part number that is in effect on the closing date of the Request for Standing Offers.

2.2 Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated in the RFSO.

2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 10 calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

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

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

- If the Offeror chooses to submit its offer electronically, Canada requests that the Offeror submits its offer in accordance with section 08 of the 2006 standard instructions. Offerors are required to provide their offer in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment. The offer must be gathered per section and separated as follows:

Section I: Technical Offer
Section II: Financial Offer
Section III: Certifications

- If the Offeror chooses to submit its offer in hard copies, Canada requests that the Offeror provides its offer in separately bound sections as follows:

Section I: Technical Offer (one (1) hard copy)

Section II: Financial Offer (one (1) hard copy)

Section III: Certifications (one (1) hard copy)

- If the Offeror is simultaneously providing copies of its offer using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

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

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

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Offer

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

Section II: Financial Offer

Offerors must submit their financial offer in accordance with "Annex B" Basis of Payment.

3.1.1 Electronic Payment of Invoices - Offer

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

If Annex "G" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications Offerors must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.
- (c) The evaluation team will determine first if there are two or more offers with a valid Canadian Content certification. In that event, the evaluation process will be limited to the offers with the certification; otherwise, all offers will be evaluated. If some of the offers with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive offers with a valid certification remain, the evaluation will continue among those offers with a valid certification. If all offers with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other offers received will be evaluated.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Each proposed element of the bid will be reviewed to determine whether they meet the mandatory requirements of the bid solicitation. Bids that do not comply with each and every mandatory requirement will be considered non-responsive and be disqualified. The Mandatory evaluation criteria are described in Annex "H" Bid Evaluation Criteria.

4.1.1.2 Point Rated Technical Criteria

Each bid will be rated by assigning a score to the rated requirements described in Annex "H" Bid Evaluation Criteria. There is no minimum passing mark for the rated requirements. Bidders who fail to submit complete bids with all the supporting documentation requested will be rated accordingly.

4.1.2 Financial Evaluation

4.1.2.1 Evaluation of Price

- (i) The Bidder must complete and submit with its bid, pricing in accordance with Annex "B" Basis of Payment.
- (ii) The Total Evaluated Price will be the Lot Price of the Requirement in Annex B - Basis of Payment.
- (iii) The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, Delivery Duty Paid (DDP), Canadian customs duties and excise taxes included.

4.2 Basis of Selection

4.2.1 Basis of Selection - Highest Combined Rating of Technical Merit and Price

- 1. To be declared responsive, an offer must:
 - a. comply with all the requirements of the Request for Standing Offers (RFSO); and
 - b. meet all mandatory technical evaluation criteria.
- 2. Offers not meeting (a) or (b) above will be declared non-responsive.
- 3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.

4. To establish the technical merit score, the overall technical score for each responsive offer will be determined as follows: total number of points obtained/maximum number of points available multiplied by the ratio of 60%.
5. To establish the pricing score, each responsive offer will be prorated against the lowest evaluated price and the ratio of 40%.
6. For each responsive offer, the technical merit score and the pricing score will be added to determine the combined rating.
7. Neither the responsive offer obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive offer with the highest combined rating of technical merit and price will be recommended for award of a contract.

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

Table 1: Example Highest Combined Rating Technical Merit (60%) and Price (40%)

		Bidder 1	Bidder 2	Bidder 3
Overall Technical Score		115/135	89/135	92/135
Bid Evaluated Price		\$55,000.00	\$50,000.00	\$45,000.00
Calculations	Technical Merit Score	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
	Pricing Score	$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
Combined Rating		83.84	75.56	80.89
Overall Rating		1st	3rd	2nd

8. In the event of identical Combined Ratings occurring, then the bid with the highest Technical Score will become the top-ranked bidder.
9. One Standing Offer may be awarded in total as a result of this bid solicitation.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional information to be issued a standing offer.

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

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

5.1 Certifications Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.1.2 Canadian Content Certification

This procurement is conditionally limited to Canadian goods and Canadian services.

Subject to the evaluation procedures contained in the request for standing offer, offerors acknowledge that only offers with a certification that the goods and services offered are Canadian goods and Canadian services, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the offer will result in the goods and services offered being treated as non-Canadian goods and non-Canadian services.

The Offeror certifies that:

() a minimum of 80 percent of the total price for the offer consist of Canadian goods and Canadian services as defined in paragraph 5 of clause [A3050T](#).

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.

5.1.2.1 SACC Manual clause [A3050T](#) (2018-12-06) Canadian Content Definition

5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information

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

5.2.1 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

PART 6 – SECURITY REQUIREMENTS

6.1 Security Requirements

1. Before issuance of a standing offer, the following conditions must be met:
 - (a) the Offeror and Offeror's proposed individuals requiring access to sensitive work sites must meet the security requirements; must hold a valid RCMP Facility Access, Level 2.
 - (b) the Offeror must provide the name of all individuals who will require access to sensitive work sites to provide the RPAS training;
 - (c) the Offeror must provide the completed form TBS/SCT 330-23E found at Annex "F" along with a copy of Photo Identification (front and back) for each individual requiring access to sensitive work sites; and
 - (d) the Offeror must confirm if their computer will be required for the training portion of the Statement of Work.
2. Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful Offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.
3. For additional information on security requirements, offerors should refer to the Annex "F" Security Requirements Checklist, Security Clauses and TBS/SCT 330-23E Form.

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer

- 7.1.1** The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex "A".

7.2 Security Requirements

- 7.2.1** The security requirements found at Annex "F" (Security Requirements Checklist and Security Clauses) apply and form part of the Standing Offer.

7.3 Standard Clauses and Conditions

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

7.3.1 General Conditions

2005 (2017-06-21) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

7.3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods and services to Canada under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

The Offeror must provide this data in accordance with the reporting requirements detailed in annex entitled Annex "E" Periodic Usage Report. If some data is not available, the reason must be indicated in

the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

The data must be submitted on a quarterly basis to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

first quarter: April 1 to June 30
second quarter: July 1 to September 30
third quarter: October 1 to December 31
fourth quarter: January 1 to March 31

The data must be submitted to the Standing Offer Authority no later than 15 calendar days after the end of the reporting period.

7.4 Term of Standing Offer

7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is two (2) years from award date.

7.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional three (3) one-year periods under the same conditions and at the rates or prices specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority sixty (60) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

7.4.3 Comprehensive Land Claims Agreements (CLCAs)

The Standing Offer (SO) is for the delivery of the requirement detailed in the SO to the Identified Users across Canada, including areas subject to Comprehensive Land Claims Agreements (CLCAs).

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Isabelle Gratton
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Aerospace Equipment Program Directorate
11 Laurier Street, Place du Portage, Phase III
Gatineau, QC K1A 0S5

Telephone: 819-420-5362
Facsimile: 819-997-0437
E-mail address: Isabelle.Gratton@tpsgc-pwgsc.gc.ca

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

7.5.2 Procurement Authority

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Offeror may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

The Procurement Authority will be identified at time of issuance of a Call-up against the Standing Offer.

7.5.3 Technical Authority

The Technical Authority for the Standing Offer is:

The Technical Authority named above 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

The Technical Authority will be identified at time of issuance of a Call-up against the Standing Offer.

7.5.4 Offeror's Representative

(To be determined at issuance of the Standing Offer)

7.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: the Royal Canadian Mounted Police.

7.7 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 2 and 3 below, or by using Canada acquisition cards (Visa) for low dollar value requirements.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
 - PWGSC-TPSGC 942 Call-up Against a Standing Offer
 - PWGSC-TPGSC 942-2 Call-up Against a Standing Offer - Multiple Delivery

or

3. An equivalent form or electronic call-up document which contains at a minimum the following information:
 - standing offer number;
 - statement that incorporates the terms and conditions of the Standing Offer;
 - description and unit price for each line item;
 - total value of the call-up (separated in goods and services);
 - point of delivery;
 - confirmation that funds are available under section 32 of the Financial Administration Act;
 - confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.
4. An electronic copy of each approved call-up must be emailed to the Standing Offer Authority no later than 15 days after issuance.

7.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$400,000.00 (Applicable Taxes included).

7.9 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$4,071,000.00 (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority.

Initial Offer Period (Two Years):	\$1,628,400.00
Option Year One:	\$ 814,200.00
Option Year Two:	\$ 814,200.00
Option Year Three:	\$ 814,200.00

The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or three (3) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

7.10 Inspection and Acceptance

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 Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Offeror before recommending payment.

7.11 Insurance

The Offeror 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

Offeror is at its own expense and for its own benefit and protection. It does not release the Offeror from or reduce its liability under the Contract.

7.12 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2018-06-21), General Conditions – Medium Complexity – Goods;
- e) the general conditions 2010C (2018-06-21), General Conditions – Medium Complexity – Services;
- f) Annex “A”, Statement of Work;
- g) Annex “B”, Basis of Payment;
- h) Annex “F”, Security Requirements Check List; and
- i) the Offeror's offer dated _____ (*insert date of offer at contract award*).

7.13 Certifications and Additional Information

7.13.1 Compliance

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

7.14 Applicable Laws

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

B. RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

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

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

2010A (2018-06-21), General Conditions - Medium Complexity - Goods, apply to and form part of the Contract.

Section 09 entitled *Warranty of general conditions 2010A* is amended by deleting subsection 2 in its entirety and replacing it with the following:

The Offeror must pay the transportation cost associated with returning the Work or any part of the Work to the Offeror's plant for replacement, repair or making good. The Offeror 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 Offeror must carry out any necessary repair or making good of the Work at that location. In such cases, the Offeror 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.

2010C (2018-06-21), General Conditions – Medium Complexity - Services, apply to and form part of the Contract.

7.3 Term of Contract

7.3.1 Period of the Contract

The work is to be performed during the period specified in each call-up against the Standing Offer.

7.4 Payment

7.4.1 Basis of Payment

The Offeror will be paid in accordance with the Basis of Payment attached hereto at Annex "B", for Work performed under each call-up against the Standing Offer.

7.4.2 Limitation of Expenditure

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

7.4.3 Travel and Living

The Offeror will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead,

in accordance with the meal, and private vehicle allowances specified in Appendices B, C and D of the National Joint Council Travel Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Canada will not pay the Offeror any incidental expense allowance for authorized travel.

All travel must have the prior authorization of the Technical Authority.

All payments are subject to government audit.

Where applicable, the estimated cost for travel and living expenses will be specified in the call-up.

7.4.4 Discretionary Audit

1. The following are subject to government audit before or after payment is made:
 - a. The amount claimed under the Contract, as computed in accordance with the Basis of Payment, including time charged.
 - b. The accuracy of the Offeror's time recording system.
 - c. The estimated amount of profit in any firm-priced element, firm time rate, firm overhead rate, or firm salary multiplier, for which the Offeror has provided the appropriate certification. The purpose of the audit is to determine whether the actual profit earned on a single contract if only one exists, or the aggregate of actual profit earned by the Offeror on a series of negotiated contracts containing one or more of the prices, time rates or multipliers mentioned above, during a particular period selected, is reasonable and justifiable based on the estimated amount of profit included in earlier price or rate certification(s).
 - d. Any firm-priced element, firm time rate, firm overhead rate, or firm salary multiplier for which the Offeror has provided a "most favoured customer" certification. The purpose of such audit is to determine whether the Offeror has charged anyone else, including the Offeror's most favoured customer, lower prices, rates or multipliers, for like quality and quantity of goods or services.
2. Any payments made pending completion of the audit must be regarded as interim payments only and must be adjusted to the extent necessary to reflect the results of the said audit. If there has been any overpayment, the Offeror must repay Canada the amount found to be in excess.

7.4.5 Multiple Payments

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

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

7.4.6 Electronic Payment of Invoices – Call-up

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

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

- c. Electronic Data Interchange (EDI);
- d. Wire Transfer (International Only);
- e. Large Value Transfer System (LVTS) (Over \$25M)

7.5 Invoicing Instructions

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

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed (if applicable); and
 - b. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses (if applicable);
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the call-up for certification and payment.
 - b. One (1) copy must be forwarded to the Standing Offer Authority identified under the section entitled "Authorities" of the Standing Offer.

7.6 Shipping Instructions

Goods must be consigned and delivered Incoterms 2000 "DDP Delivered Duty Paid to the destination specified in the call-up.

7.7 Shipment of Dangerous Goods/Hazardous Products

The Contractor must label and ship dangerous goods/hazardous products falling within the [Transportation of Dangerous Goods Act](#), 1992, c.34 and the [Hazardous Products Act](#), R.S.C. 1985, c. H-3 and their regulation(s) in accordance with the said Acts and regulation(s) accompanied by the required safety data sheet(s) completed in both English and French.

ANNEX "A"

STATEMENT OF WORK

1. Scope

This Statement of Work (SOW) details the requirements of the Remotely Piloted Aircraft System (RPAS) required by the Royal Canadian Mounted Police (RCMP) on an as and when required basis for a period of two (2) years with an additional three (3) one-year optional periods. The RPAS will act as an investigational aid for RCMP operations throughout Canada.

1.1 Objective

The objective is to establish a National Individual Standing Offer for the provision and delivery of RPAS, spare parts and accessories, training, technical support and repair and overhaul services on an as and when required basis to RCMP Units' located across Canada.

1.2 Background

The Remotely Piloted Aircraft System (RPAS) Program is intended to capture an aerial account to support RCMP operations. An RPAS is a power-driven aircraft with components, such as a camera, that is operated without a flight crew member on board.

RPAS are used for four primary purposes: crime scene examination; forensic collision reconstruction; search and rescue; and monitoring critical incidents such as emergency response team operations. The program is also used to research and test RPASs countermeasures, including RPAS that can safely and securely contain other RPAS that are interfering with public safety operations.

1.3 Acronyms and Terminology

The following list of acronyms and definitions support this specification and are to be considered as supplemental information if not referred to in the text:

Compatible Viewing Platform	A commonly used portable touchscreen viewing device compatible with the systems application (i.e., iOS or android).
Compliance Statement	Will be a written agreement that the supplied goods and or service provided by the Offeror meets all required specifications.
EO/IR	Electro-Optical / Infrared
FPS	Frames Per Second
GCS	Ground Control Station
GLONASS	Global Navigation Satellite System
GPS	Global Positioning System
IATA	International Air Transport Association
IP	Ingress Protection
Payload	Cargo carried by the aircraft that is not required for flight.
RPAS	Remotely Piloted Aircraft System
Securely Paired	Data between the controller and the RPAS are encrypted.
Supporting Documentation	Proof of supporting documentation can be provided in the following formats: technical

	specifications, 3D sketch, photos, video or OEM letter.
Stabilized Video	To reduce blurring through image stabilization that is, the system compensates for the yaw and pitch of the machine
Technical Documents	A document that will describe the functionality and architecture of the product the Offeror is proposing.
TPOF	Technical Protective Operations Facility.
Third Party Testing	The device has been tested by an accredited independent organization and the product complies with specific industry standards.
VGA	Video Graphics Array
VTOL	Vertical Take-Off and Landing

2. Reference Documents

- Standard 922 –RPAS Safety Assurance
 - <https://www.tc.gc.ca/en/transport-canada/corporate/acts-regulations/regulations/sor-96-433/standard-922.html>
- Ingress Protection Rating Chart
 - <http://www.dsmt.com/resources/ip-rating-chart/>
- National Joint Council – Travel Directive
 - <http://www.njc-cnm.gc.ca/directive/d10/en>

3. RPAS

3.1 RPAS Safety Assurance:

- 3.1.1 Must meet all safety requirements set out by Transport Canada, Standard 922 –RPAS Safety Assurance, at time of solicitation.

3.2 Air Vehicle:

- 3.2.1 RPAS must be free flying (not tethered).
- 3.2.2 The system must be able to take off and land vertically (VTOL) from the ground using a remote controller.
- 3.2.3 The controller must be supplied with joysticks to control the aircraft.
- 3.2.4 System must be supplied with a hard carrying case with a handle for the RPAS and associated controller items for field deployment.

- 3.2.5 The air vehicle system, including control of air vehicle and control of camera, must be able to be operated by a single operator.
- 3.2.6 The RPAS must be able to operate in altitudes up to 7500 feet above sea level (ASL).
- 3.2.7 The RPAS speed must be a minimum of 10 meters per second.
- 3.2.8 The RPAS range must be a minimum of 1500 meters.
- 3.2.9 Entire system including controller must be able to operate in rain, snow, dust, and salt air conditions. System must be Ingress Protection (IP) rated at a minimum level of IP53.
- 3.2.10 Entire system must be able to operate in temperature ranges from -20° Celsius to +40° Celsius.
- 3.2.11 System must be able to operate with stabilized video flight during the entire time of the flight and in sustained winds of up to 60 km/h, gusting to 80 km/h.
- 3.2.12 System's minimum flight time, including medium payload (1.5 lbs) must be a minimum of 30 minutes.
- 3.2.13 System must have built in fault tolerance including:
 - 3.2.13.1 If low battery condition is not addressed by the operator, system will automatically fly to a pre-programmed location and land when battery is critical.
 - 3.2.13.2 If loss of communication between air vehicle and ground control station occurs, system will attempt to reconnect (altitude increase etc.) and if it cannot reconnect, the system will automatically fly to a pre-programmed location and land.
 - 3.2.13.3 If the battery condition becomes critical, aircraft will immediately initiate a landing.
- 3.2.14 The RPAS accuracy minimum requirement must be 2.0 meters in GPS or GLONASS mode.
- 3.2.15 The RPAS must have a sensor driven flight control system which allows the aircraft to maintain position and attitude without pilot input.
- 3.2.16 Must be quick assembly and deployment for rapid use in the field – setup to flying in less than 15 minutes.
- 3.2.17 The system must be able to perform a target lock/stare/track on a stationary and/or moving target.
- 3.2.18 Must have a Return to Home feature.
- 3.2.19 The RPAS must come with the latest released version of the software/Firmware at time of call-up.

3.3 Air Vehicle Physical Requirements

- 3.3.1 The system's diagonal distance of the airframe (excluding propellers) must not exceed 90 cm.
- 3.3.2 The system's vertical height of the airframe must not exceed 40 cm.
- 3.3.3 The system's total weight, including battery, payload and propellers (including carrying case), must not exceed 15 kg.
- 3.3.4 If disassembly is required, the system must be able to be disassembled (without tools) for compact transport and storage.
- 3.3.5 Major system components that, as a result of normal operations, can reasonably be expected to require replacement in the field must be interchangeable with commonly available tools such as screwdrivers or Allen keys. This includes arms, landing gear, propellers and batteries.
- 3.3.6 The LED lights must be able to be turned off.
- 3.3.7 The aircraft must have IR navigation lights.

3.4 Camera & Video Payload

- 3.4.1 Still images must be able to be captured and viewed by the operator on the controller or ground control station while the system is in the air.
- 3.4.2 Payload weight must not exceed 2 kg.
- 3.4.3 Still image resolution must be minimum 16 Mega Pixels (MP).
- 3.4.4 Video resolution EO must be minimum 1080p HD recorded.
- 3.4.5 All video must be full HD, recording at least 30 fps.
- 3.4.6 Payload must be stabilized by at least 3 axis gimbal minimum.
- 3.4.7 Payload must be low light capable (manual control camera while in flight).
- 3.4.8 Camera payload must be capable of nadir tilt.
- 3.4.9 EO/IR cameras must be made available with minimum 640x512 pixels.
- 3.4.10 Streamed EO up to 1080p and IR up to VGA.
- 3.4.11 Camera must come with a minimum of 30x optical zoom.
- 3.4.12 Digital zoom camera must be a minimum of 6x zoom.

3.5 Battery

- 3.5.1 Batteries must be compliant with the International Air Transport Association (IATA) Dangerous Goods Regulations for shipment of Lithium Ion batteries.
- 3.5.2 The battery must operate in temperatures -20°Celsius to +40°Celsius.

3.5.3 Battery cells and connections must be enclosed within a self-contained hard cased unit with no external wires.

3.5.4 The RPAS must come with one set of spare batteries (a set is defined as the quantity required to operate the aircraft).

3.6 Controller or Compatible Viewing Platform

3.6.1 Controller or compatible viewing platform must be capable of being operated without an external light source at night.

3.6.2 Controller or compatible viewing platform must be Ingress Protection rated at a minimum level of IP53.

3.6.3 The RPAS must have a Video Link Range of at least 1.5 km using the handheld GCS built in antenna.

3.6.4 The controller or compatible viewing platform must be securely paired with the RPAS and secondary controller or compatible viewing platform.

3.6 Charging System(s)

3.6.1 The charging station(s) for both batteries and controllers must be capable of both standard wall (120VAC) and vehicle (12VDC) charging methods.

3.6.2 Charging station must be capable of charging a minimum of two batteries at a time.

3.7 Flight Application

3.7.1 Real time battery status, flight telemetry, link signal status, GPS status and any fault information must be displayed by the application on the compatible viewing platform or controller for the pilot's information.

3.7.2 At minimum the software on the compatible viewing platform must have a low battery warning (RPAS and Controller), link strength indicator, loss of link warning, and a GPS status indicator.

3.8 User Manual

3.8.1 The Offeror must provide a user manual per RPAS in the form of a printed and electronic manual (one (1) copy each per RPAS) that instructs:

- 3.8.1.1 How to use the product
- 3.8.1.2 How to care for the product components
- 3.8.1.3 How to change batteries
- 3.8.1.4 Pre-flight Check Sheets and Emergency Procedures
- 3.8.1.5 Troubleshooting

3.8.2 If the system is upgraded during the standing offer period, the user manual must be updated accordingly, and new copies sent to the RCMP.

3.9 Standard Technical Support

- 3.9.1 The Offeror must provide at no cost Standard Technical Support, for the life cycle of the RPAS (six (6) years), by phone or email (with a live agent) during core business hours across Canada, Monday to Friday from 08:00 to 20:00 EST. The Offeror's personnel must be qualified and able to respond to the client's enquiries, and, to the extent possible, be able to resolve user problems.
- 3.9.2 Replies to all support enquiries must be within 24 hours, however, if it falls outside the hours specified in 3.13.1, then next business day unless after hour/emergency support is requested by the client.
- 3.9.3 As part of the Standard Technical Support, the Offeror must send any software and firmware upgrades to the RCMP via e-mail (e-mail address will be provided at time of issuance of standing offer) as soon as they are released. If the software/firmware is unavailable in a timely manner, the RCMP must be notified what effects the software/firmware is being used to remedy.

4. Emergency Technical Support Services (Urgent)

- 4.1 For emergency support requests shall be made by telephone with the 942 Call-Up to follow. If the request is made outside of normal working hours a 942 Call-Up will be submitted at the start of the next business day.
- 4.2 Outside core business hours across Canada: call to the Offeror that occurs between 20:00 and 08:00 Monday to Friday EST, and between 20:00 Friday and 08:00 Monday EST, including Holidays.
- 4.3 The Offeror will provide a 24 hour telephone number at which a representative may be contacted 7 days per week.
- 4.4 For Emergency Technical Support, the Offeror will be paid as per Table 6 of the Basis of Payment.

5. Training

- 5.1 The Offeror shall provide, upon request, a pilot training session for up to 6 participants within 30 days of receipt of the RPAS. Training will be carried out according to the manufacturers standard course duration (maximum of 3 days) at one of the RCMP locations specified in Annex "C" list of delivery locations, Offeror's facility or mutually agreed upon location.
- 5.2 The pilot training session shall be conducted by a manufacturer approved instructor(s) who will provide a training session comprising of at least but not limited to the following topics:
 - 5.2.1 Set up and test;
 - 5.2.2 Use and operating procedures;
 - 5.2.3 Functionality of each of the system control features;
 - 5.2.4 Detailed list of selectable menu options and how they are accessed and activated;
 - 5.2.5 Flight planning / programming;
 - 5.2.6 Flight data extraction;
 - 5.2.7 Flying practice for each of the participants, including specific scenarios related to search and rescue (the RCMP and the Offeror will work together to develop the search and rescue scenarios);
 - 5.2.8 Basic troubleshooting and emergency procedures;
 - 5.2.9 System maintenance and care; and

5.2.10 Scheduled maintenance tasks.

- 5.3 All RPAS systems used for training must be supplied by the Offeror, and will remain their property.
- 5.4 The Offeror will provide participants with a certificate upon successful completion of the training session.
- 5.5 All travel and expenses for RCMP participants will be the responsibility of the RCMP.
- 5.6 All necessary training materials to be provided by the Offeror, including manuals, handouts, PowerPoint presentation, resource material, schematics, and training devices.
- 5.7 Offeror's pilot training session will be a firm cost. For training held at RCMP facility, travel and living expenses incurred for up to a maximum of two (2) instructors will be reimbursed in accordance with the National Joint Council Travel Directive found at Section 2.0 of this SOW.

6. Airworthiness Inspection

- 6.1 The Offeror must perform one (1) airworthiness inspection (every 100 hours or 24 months or as per manufacturer's recommended timeframe) per aircraft at its facility.
- 6.2 The inspection must not begin without first receiving the approved Call-Up.
- 6.3 During the inspection, the Offeror must inspect the following, but not limited to:
- 6.3.1 all firmware is up to date;
 - 6.3.2 inspection of motors and frame;
 - 6.3.3 all sensors are functioning;
 - 6.3.4 batteries are fully functional;
 - 6.3.5 GCS must be tested for connectivity; and
 - 6.3.6 other.
- 6.4 Upon completion of the inspection, the Offeror must supply a certificate of conformity showing that the aircraft is meeting all manufacturer specifications. The certificate of conformity shall also provide the conformance validity period on the certificate.
- 6.5 If repair work not covered under the warranty is required, the Offeror must inform the Technical Authority and the repair procedure found at section 7.0 of this SOW must be followed.

7. Non-Warranty Repairs

- 7.1 All repair services provided must be pre-approved by the Technical Authority and the Procurement Authority, using the 942 Call-Up Form.
- 7.2 Within one (1) week of receipt of the RPAS, the Offeror will conduct test, disassemble and inspect for all defects. Upon completion of the initial assessment the Offeror will supply a detailed quote that includes the following:
- a. a tear-down report;
 - b. a description of the work to be performed;
 - c. an estimated cost for the direct labour and direct materials required to complete all necessary repairs; and

d. an estimated completion date.

- 7.3 The repair work must not begin without first receiving the approved Call-Up.
- 7.4 The Technical Authority reserves the right to authorize or decline the repair estimate.
- 7.5 The repairs must be performed within fifteen (15) calendar days of receipt of an authorized 942 Call-Up. In the event a repair cannot be completed within the fifteen (15) calendar day window due to the unavailability of repair parts, the Offeror may request an extension, in writing, to the Technical Authority. The request must clearly indicate the reason for an extension and the expected date the repair will be completed. The Technical Authority reserves the right to authorize the extension or request the device be returned to RCMP.
- 7.6 In the event the repair is declined, the Offeror will be reimbursed the inspection cost. No repair is to be performed without first receiving the Technical Authority approval with an approved 942 Call-Up. Any work performed by the Offeror without an approved 942 Call-Up will be considered as outside of the scope and will be performed at Offeror's own expense.
- 7.7 If, while performing the work, it is determined that the price of the work authorized will exceed the estimated price of the submitted 942 Call-Up, the Offeror shall immediately cease work and contact the Technical Authority and provide a revised quote.
- 7.8 Repairs must be performed in accordance with the Original Equipment Manufacturers (OEM) specifications, Airworthiness Directives and any other special instructions applicable to that specific component.
- 7.9 Material supplied must be new and conform to the latest issue of the applicable drawing, specification and/or part number that is in effect on the requested service date.
- 7.10 Upon completion of the repair work the Contactor must provide the Technical Authority with a detailed description of the work performed including the following:
- a. a description of the work performed;
 - b. a list of the replaced parts;
 - c. Certificate of Conformance for all replacement parts;
 - d. if applicable, technical inspector observations;
 - e. a copy of the final test results for the certification of the unit; and
 - f. a document certifying that all modifications were embodied and that the aircraft is meeting all manufacturer and airworthiness specifications.
- 7.11 In the event the Offeror performs a repair which requires the operating software of the device to be upgraded the Offeror must install the latest released software version whenever possible.
- 7.12 Should the RPAS, components and/or its associated systems be determined to be beyond economical repair (BER), the Offeror must notify the Technical Authority immediately and provide any associated costs for returning an item to RCMP "as-is".

8. Modifications and Upgrades

- 8.1 The Offeror must provide modification and/or upgrade services to the RPAS of this SOW on an as-and-when-requested basis as requested by RCMP in the form of a pre-approved 942 Call-Up.

8.2 The Offeror must evaluate the requested modification and/or upgrade and provide the Technical Authority a quote that details the following:

- a. description of the work to be performed;
- b. estimated cost, as applicable, for direct labour, direct materials, engineering, transportation, etc.;
- c. estimated completion date; and
- d. reference to the relevant documentation being used to perform the work.

8.3 The work must not begin without first receiving the approved Call-Up.

8.4 Upon receipt of the components, the Offeror must assess the status of all equipment and notify the Technical Authority of any optional or mandatory requirements. Such modifications are only to be incorporated upon receipt of a revised 942 Call-Up.

8.5 The Offeror must not proceed with any additional work without an authorized 942 Call-Up. Any work performed by the Offeror without an approved 942 Call-Up will be considered as outside of the scope and will be performed at Offeror's own expense.

8.6 Upon completion of the modification and/or upgrade, the Contactor must provide the Technical Authority with the following:

- a. a final report of the work performed
- b. a list of the replaced parts;
- c. Certificate of Conformance for the replacement parts;
- d. a copy of the test results for the certification of the unit; and
- e. a document certifying that all modifications were embodied and that the aircraft is meeting all manufacturer and airworthiness specifications.

8.7 Materiel supplied must be new and conform to the latest issue of the applicable drawing, specification and/or part number that is in effect on the requested service date.

9. Procurement of Accessories and Spare Parts

9.1 The RCMP has a requirement to purchase RPAS accessories and spare parts on an as required basis.

9.2 Offeror must make available to Canada a price list of RPAS spare parts and accessories including, but not limited to, the following:

Batteries	Aircraft Airframes
Chargers	Arms
Propellers	Cameras
Controllers	Additional airframe parts
Charging cables	Additional Payloads
Connecting Cables	

10. Extended Warranty

10.1 The Offeror must provide the option to purchase an extended warranty for an additional 12 month or 24 month period from the date of expiration of the standard warranty for parts and service.

10.2 The term of the extended warranty begins after completion of the manufacturer's standard warranty period or the standard twelve (12) month warranty period, whichever is longer, as specified in the General Conditions of this RFISO.

10.3 The Offeror will make any repairs at no extra cost during the extended warranty period.

11. General

11.1 Technical Records

The Offeror must remedy all data and reports pertaining to any correction or replacement under this section, including revisions and updating of all affected data, manuals, publications, software and drawings called for under the standing offer.

11.2 Shipping

11.2.1 The RCMP will be responsible for the shipping charges, customs and/or duty cost incurred with sending RPAS to the Offeror's facility for work to be completed by the Offeror with the exception of RPAS shipping charges for warranty work which will be covered by the Offeror. The RCMP will provide the Offeror with the tracking number for all shipments to the Offeror's facility. The Offeror will provide the RCMP with written confirmation, in the form of an email, of receipt of the shipment.

11.2.2 The Offeror will be responsible for the shipping charges, customs and/or duty cost incurred with sending RPAS to the RCMP location as identified on the applicable 942 Call-Up. The Offeror must provide the RCMP with the tracking number for all shipments being returned to the RCMP. The RCMP will provide the Offeror with written confirmation, in the form of an email, of receipt of the shipment.

11.3 Delivery Locations

As specified at each individual Call-Up and Annex "C" Delivery Locations.

11.4 Location of Work

All service work must be performed by an Offeror's approved technician or at an authorized service facility.

12. Constraints

12.1 Language

Any documentation provided to the RCMP must be in English and French.

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME

13. Timeframe and Delivery Dates

13.1 Standing Offer Period

The period of the Standing Offer will be two (2) years from award date with the possibility of a three (3) one-year optional periods.

13.2 Delivery Schedule

Required delivery dates as specified in individual Call-Ups.

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
011 cag
File No. - N° du dossier
011 cag M7594-185423

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

ANNEX "B"

BASIS OF PAYMENT

Offerors must complete the Pricing Tables below and include them in their financial bid once completed. Offerors must include a price for all items. If pricing is not included for any items the offer will be deemed non-responsive and will be given no further consideration. The information in this Annex will form part of the resulting contract. The financial evaluation will be the Total Evaluated Price as per Table 9.

FIRM PRICE

The Firm Price portion of this Annex is applicable to Tables 1, 2, 3, 4 and 5 below which relate to the work completed in accordance with sections 3.0, 5.0 (except 5.7 – Travel and Living expenses), 6.0, 9.0 and 10.0 of the Statement of Work.

In consideration of the Offeror satisfactorily completing its obligations under any resultant contract, the Offeror will be paid a firm price, customs duties included and Applicable Taxes are extra.

For the firm price portion of the Work only, Canada will not pay the Offeror 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.

Table 1. Remotely Piloted Aircraft System – Maximum of Quantity 40

Remotely Piloted Aircraft System (Section 3.0 of the SOW)									
Maximum Qty 8 RPAS per year	Original Unit Price (A)	Initial Contract Period (Two Years)		Option Year One		Option Year Two		Option Year Three	
		Price After Discount		Price After Discount		Price After Discount		Price After Discount	
		Discount % (B)	Calculation for evaluating bid discount (C) = ((A) - (B)) x 16)	Discount % (D)	Calculation for evaluating bid discount (E) = ((A) - (D)) x 8)	Discount % (F)	Calculation for evaluating bid discount (G) = ((A) - (F)) x 8)	Discount % (H)	Calculation for evaluating bid discount (I) = ((A) - (H)) x 8)
	\$	%	\$	%	\$	%	\$	%	\$
		Total Price for RPAS for Five (5) Years (C) + (E) + (G) + (I)							
		\$							

Table 2. Training Sessions – Maximum of Quantity 40

Training Sessions									
(Section 5.0 of the SOW – note that travel and living expenses are cost reimbursable expenses)									
Maximum Qty 8 Training Sessions per year	Initial Contract Period (Two Years)		Option Year One		Option Year Two		Option Year Three		Total Price for Five (5) Years (B) + (D) + (F) + (H)
	Unit Price (A)	Extended Price (B) = (16) x (A)	Unit Price (C)	Extended Price (D) = (8) x (C)	Unit Price (E)	Extended Price (F) = (8) x (E)	Unit Price (G)	Extended Price (H) = (8) x (G)	
	\$	\$	\$	\$	\$	\$	\$	\$	\$

Table 3. Airworthiness Inspections – Maximum of Quantity 50

Airworthiness Inspections									
(Section 6.0 of the SOW)									
Maximum Qty 10 Airworthiness Inspections per year	Initial Contract Period (Two Years)		Option Year One		Option Year Two		Option Year Three		Total Price for Five (5) Years (B) + (D) + (F) + (H)
	Unit Price (A)	Extended Price (B) = (20) x (A)	Unit Price (C)	Extended Price (D) = (10) x (C)	Unit Price (E)	Extended Price (F) = (10) x (E)	Unit Price (G)	Extended Price (H) = (10) x (G)	
	\$	\$	\$	\$	\$	\$	\$	\$	\$

Table 4. Overall Discount on RPAS Spare Parts and Accessories

- a) For the duration of the contract period and the option years, Canada must have access to the complete list of spare parts and accessories for the RPAS.
- b) The Offeror must provide an overall discount on RPAS spare parts and accessories for the initial contract period and the option years. For bid evaluation purposes, the discount will be evaluated on a sample of RPAS spare parts and accessories as follow:

Overall Discount on RPAS Spare Parts and Accessories for the Initial Contract Period and Option Years (Section 9.0 of the SOW)					
Item	Part Number	Item Description	Quantity	Uol	Unit Price
1.		Propeller	1	ea	\$
2.		Camera	1	ea	\$
3.		Battery	1	ea	\$
4.		Flight Controller	1	ea	\$
5.		Landing Gear	1	ea	\$
6.		Motor	1	ea	\$
7.		Motor Mount	1	ea	\$
8.		Arm	1	ea	\$
9.		Charging Cable	1	ea	\$
10.		Case	1	ea	\$
11.		Antenna	1	ea	\$
12.		Receiver	1	ea	\$
13.		Gimbal	1	ea	\$
14.		Gimbal Motor	1	ea	\$
15.		Gimbal Controller Unit	1	ea	\$
Subtotal:					\$
Discount:					%
Total:					\$

The above list of spare parts and accessories has been determined as being the basic list of spare parts required for repairing a RPAS.

Table 5. Extended Warranty (Maximum of Qty 40)

Note: the extended warranty price request is an optional requirement which may or may not be exercised with any of the firm or optional quantities of RPAS.

12- Months Extended Warranty									
Maximum of Qty 4 Per Year	Initial Contract Period (Two Years)		Option Year One		Option Year Two		Option Year Three		Total Price (B) + (D) + (F) + (H)
	Unit Price (A)	Extended Price (B) (B) = ((A) x 8)	Unit Price (C)	Extended Price (D) (D) = ((C) x 4)	Unit Price (E)	Extended Price (F) (F) = ((E) x 4)	Unit Price (G)	Extended Price (H) (H) = ((G) x 4)	
	\$	\$	\$	\$	\$	\$	\$	\$	\$
24- Months Extended Warranty									
Maximum of Qty 4 Per Year	Initial Contract Period (Two Years)		Option Year One		Option Year Two		Option Year Three		Total Price (B) + (D) + (F) + (H)
	Unit Price (A)	Extended Price (B) (B) = ((A) x 8)	Unit Price (C)	Extended Price (D) (D) = ((C) x 4)	Unit Price (E)	Extended Price (F) (F) = ((E) x 4)	Unit Price (G)	Extended Price (H) (H) = ((G) x 4)	
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total Price for Extended Warranty for Five (5) Years:									
\$									

COST REIMBURSABLE

The Cost Reimbursable portion of this annex applies to the work to be completed in accordance with sections 4.0, 5.7, 7.0 and 8.0 of the Statement of Work.

The Offeror will be paid for its costs reasonably and properly incurred in the performance of the Work in accordance with Tables 6, 7 and 8 below as authorized in any resulting contract. Applicable Taxes are extra.

Table 6. Emergency Technical Support Services – Maximum 50 Hrs

Emergency Technical Support Services (Section 4.0 of the SOW)			
Initial Contract Period (Two Years)			
Description	Quantity (A)	Labour Rate (B)	Extended Price (C) (C) = (A) x (B)
Hourly Rate for Emergency Technical Support Services	20 Hrs	\$ /Hr	\$
Option Year One			
Hourly Rate for Emergency Technical Support Services	10 Hrs	\$ /Hr	\$
Option Year Two			
Hourly Rate for Emergency Technical Support Services	10 Hrs	\$ /Hr	\$
Option Year Three			
Hourly Rate for Emergency Technical Support Services	10 Hrs	\$ /Hr	\$
Total Price for Five (5) Years:			\$

Table 7. Travel and Living Expenses – will not be evaluated

Travel and Living Expenses (Section 5.7 of the SOW)
Cost for authorized travel and living expenses reasonably and properly incurred will be reimbursed in accordance with the National Joint Council Travel Directive (http://www.njccnm.gc.ca/directive/d10/en).

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
011 cag
File No. - N° du dossier
CCC No./N° CCC - FMS No./N° VME
011 cag M7594-185423

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

Table 8. Labour Rates – Maximum 500 Hrs

Non-Warranty Repairs (Section 7.0 of the SOW)									
Maximum of 50 Hrs Per Year	Initial Contract Period (Two Years)		Option Year One		Option Year Two		Option Year Three		Total Price (B) + (D) + (F) + (H)
	Labour Rate (A)	Calculation for evaluating bid labour rate (B) = ((A) x 100)	Labour Rate (C)	Calculation for evaluating bid labour rate (D) = ((C) x 50)	Labour Rate (E)	Calculation for evaluating bid labour rate (F) = ((E) x 50)	Labour Rate (G)	Calculation for evaluating bid labour rate (H) = ((G) x 50)	
	\$ /Hr \$		\$ /Hr \$		\$ /Hr \$		\$ /Hr \$		\$
Modifications and Upgrades (Section 8.0 of the SOW)									
Maximum of 50 Hrs Per Year	Initial Contract Period (Two Years)		Option Year One		Option Year Two		Option Year Three		Total Price (B) + (D) + (F) + (H)
	Labour Rate (A)	Calculation for evaluating bid labour rate (B) = ((A) x 100)	Labour Rate (C)	Calculation for evaluating bid labour rate (D) = ((C) x 50)	Labour Rate (E)	Calculation for evaluating bid labour rate (F) = ((E) x 50)	Labour Rate (G)	Calculation for evaluating bid labour rate (H) = ((G) x 50)	
	\$ /Hr \$		\$ /Hr \$		\$ /Hr \$		\$ /Hr \$		\$
Total Price for Labour for Five (5) Years: \$									
% Discount at Table 4 will apply to Material and/or Parts used for Non-Warranty Repairs, Modifications and Upgrades									

Table 9. FINANCIAL EVALUATION OF OFFERED PRICES AND RATES – Consolidated

Table Number	Description	Total Price for Five (5) Years
1	Remotely Piloted Aircraft System	\$
2	Training Sessions	\$
3	Airworthiness Inspections	\$
4	Overall Discount on RPAS Spare Parts and Accessories	\$
5	Extended Warranty	\$
7	Emergency Technical Support Services	\$
8	Labour Rates	\$
Total Evaluated Price:		\$

ANNEX "C"

RCMP LOCATIONS

- 1) RCMP NHQ - Ottawa
73 Leikin Drive
Ottawa, ON K1A 0R2
- 2) RCMP – Depot Division
5600 11th Avenue
Regina, SK S4P 3J7
- 3) RCMP "B" Division
100 East White Hills Rd
St-John's, NL A1A 3T5
- 4) RCMP "C" Division HQ
4225 Dorchester Blvd
Westmount QC H3Z 1V5
- 5) RCMP "D" Division HQ
1091 Portage Avenue
Winnipeg, MB R3C 0S6
- 6) RCMP "E" Division HQ
14200 Green Timbers Way
Surrey, BC V3T 6P3
- 7) RCMP "F" Division HQ
6101 Dewdney Ave
Regina, SK S4P 3K7
- 8) RCMP "G" Division
5010 Veterans Memorial Dr (49th Ave)
Yellowknife NT X1A 2R3
- 9) RCMP "H" Division HQ
80 Garland Ave
Halifax, NS B3B 0J8
- 10) RCMP "J" Division
1445 Regent St.
Fredericton, NB E3B 4Z8
- 11) RCMP "K" Division HQ
11140 109th Street Northwest
Edmonton, AB T5G 2T4
- 12) RCMP "L" Division

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME

450 University Ave
Charlottetown, PE C1A 0H3

13) RCMP "M" Division
4100 4th Ave
Whitehorse YT Y1A 1H5

14) RCMP "O" Division
130 Dufferin Ave, 5th Floor
London, ON N6A 5R2

ANNEX "D"

OFFER PACKAGE CHECKLIST

The following table is a checklist for self-evaluation purposes. Notwithstanding deliverable requirements specified anywhere else within this solicitation and its Technical Specifications, below are the mandatory deliverables that must be submitted with the Offer documents.

Deliverables to be submitted <u>at the time of bid closing</u> :				
No	Part	Article	Description	Document provided
Section I – Technical Bid				
1		Front Page	Completed and signed RFSO front page	<input type="checkbox"/>
2	Annex D	All	Completed Offer Package Checklist	<input type="checkbox"/>
3	Annex H	M1	Transport Canada's Standard 922-RPAS Safety Assurance Certification	<input type="checkbox"/>
4	Annex H	M2	Supporting technical documentation and offer reference for each mandatory criteria listed	<input type="checkbox"/>
5	Annex H	R1 to R6	Supporting Documentations and offer reference for each rated criteria	<input type="checkbox"/>
Section II – Financial Bid				
6	Annex B	All	Completed Annex B – Basis of Payment	<input type="checkbox"/>
7	Annex G	All	Completed Annex G – Electronic Payment Instruments	<input type="checkbox"/>
Section III – Certification				
8	5	5.1.1	Integrity Declaration Form, if applicable	<input type="checkbox"/>
9	5	5.1.2	Canadian Content Certification, if applicable	<input type="checkbox"/>

Deliverables to be submitted <u>at issuance of Standing Offer</u> :				
No	Part	Article	Description	Document provided
Other				
10	6	6.1	List of individuals who will require access to sensitive work sites to provide the RPAS training	<input type="checkbox"/>
11	6	6.1	Completed form TBS/SCT 330-23E found at Annex "F" along with a copy of Photo Identification (front and back) for each individual on the list.	<input type="checkbox"/>
12	6	6.1	Confirmation if Offeror's computer will be required for the training portion of the Statement of Work	<input type="checkbox"/>

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
011 cag
File No. - N° du dossier
011 cag M7594-185423

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

ANNEX "E"

PERIODIC USAGE REPORT

This report is to be provided quarterly to the Standing Offer Contracting Authority.

Reporting Period:

Total Utilization for the Period: \$

SO: M7594-185423/001/CAG

Details of Primary Contact regarding this report

Officer: Name:
Title:

Tel:
Email:

PBN: If applicable, alternate contact regarding this report

Name:
Title:

Tel:
Email:

942 Call-Up Number	942 Call-Up Issuance Date (DD-MM-YYYY)	Goods Amount	Services Amount	Subtotal	Tax Amount	Total	Delivery Location
1		\$ -	\$ -	\$ -	\$ -	\$ -	
2		\$ -	\$ -	\$ -	\$ -	\$ -	
3		\$ -	\$ -	\$ -	\$ -	\$ -	
4		\$ -	\$ -	\$ -	\$ -	\$ -	
5		\$ -	\$ -	\$ -	\$ -	\$ -	
6		\$ -	\$ -	\$ -	\$ -	\$ -	
7		\$ -	\$ -	\$ -	\$ -	\$ -	
8		\$ -	\$ -	\$ -	\$ -	\$ -	
9		\$ -	\$ -	\$ -	\$ -	\$ -	
10		\$ -	\$ -	\$ -	\$ -	\$ -	
11		\$ -	\$ -	\$ -	\$ -	\$ -	
12		\$ -	\$ -	\$ -	\$ -	\$ -	
13		\$ -	\$ -	\$ -	\$ -	\$ -	
14		\$ -	\$ -	\$ -	\$ -	\$ -	
15		\$ -	\$ -	\$ -	\$ -	\$ -	
16		\$ -	\$ -	\$ -	\$ -	\$ -	
17		\$ -	\$ -	\$ -	\$ -	\$ -	
18		\$ -	\$ -	\$ -	\$ -	\$ -	
19		\$ -	\$ -	\$ -	\$ -	\$ -	
20		\$ -	\$ -	\$ -	\$ -	\$ -	
Total:		\$ -	\$ -	\$ -	\$ -	\$ -	

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423


Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME

ANNEX "F"

SECURITY REQUIREMENTS CHECKLIST, SECURITY CLAUSES AND TBS/SCT 330-23E FORM

'Amended copy'
NAAMS 2018113721

 Government of Canada Gouvernement du Canada	Contract Number / Numéro du contrat 201805423 Standing Offer M7594-185423 Security Classification / Classification de sécurité
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SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine RCMP	2. Branch or Directorate / Direction générale du Direction CAP
3. a) Subcontract Number / Numéro du contrat de sous-traitance TBD	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant TBD

4. Brief Description of Work / Brève description du travail
The RCMP has a requirement for the provision of remotely piloted aircraft systems (RPAS) to be purchased by RCMP units located across Canada on an "as and when requested" basis in an effort to standardize equipment on a national level. The offeror awarded the standing offer will provide training at detachments across Canada (outside of secure/restricted areas) on the operations of the RPAS as detailed in the SOR. The offeror will need access to training room for powerpoint presentation, but then the remainder of the training on how to fly the RPAS will be outside. Offeror will be escorted at all times.

5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées? ☒ No ☐ Yes / Non ☐ 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 ☐ Yes / Non ☐ 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 ☐ Yes / Non ☐ 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 ☒ Yes / Non ☐ 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 ☐ Yes / Non ☐ 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"/> Not releasable / À ne pas diffuser <input type="checkbox"/> Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/> Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/> 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"/> PROTECTED B / PROTÉGÉ B <input type="checkbox"/> PROTECTED C / PROTÉGÉ C <input type="checkbox"/> CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/> SECRET <input type="checkbox"/> TOP SECRET / TRÈS SECRET <input type="checkbox"/> TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/> NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/> NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/> NATO SECRET <input type="checkbox"/> COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/> PROTECTED B / PROTÉGÉ B <input type="checkbox"/> PROTECTED C / PROTÉGÉ C <input type="checkbox"/> CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/> SECRET <input type="checkbox"/> TOP SECRET / TRÈS SECRET <input type="checkbox"/> TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>
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TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

Canada

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
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Government
of Canada

Gouvernement
du Canada

'Amended Copy'
NAAMS 20181113721
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201805423 Standing Offer M7594-185423
Security Classification / Classification de sécurité

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

PART 6 / CONTRAT INFORMATION / PARTIE 6 / INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère du organisme gouvernemental d'origine
RCMP
2. Branch or Directorate / Direction générale du Direction
CAP

3. a) Subcontract Number / Numéro du contrat de sous-traitance
3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
TRD

4. Brief Description of Work / Brève description du travail
The RCMP has a requirement for the provision of remotely piloted aircraft systems (RPAS) to be purchased by RCMP units located across Canada on an "as and when requested" basis in an effort to standardize equipment on a national level. The offeror awarded the standing offer will provide training at detachments across Canada (outside of secure/restricted areas) on the operation of the RPAS as detailed in the SQR. The offeror will need access to training room for powerpoint presentation, but then the remainder of the training on how to fly the RPAS will be outside. Offeror will be escorted at all times.

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

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 ☒ Yes / Non ☐ 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 ☐ Yes / Non ☐ Oui

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

Canada	NATO / OTAN	Foreign / Étranger
<input type="checkbox"/>	<input type="checkbox"/>	<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"/>

TBS/SCT 359-103(2004/12)

Security Classification / Classification de sécurité

Canada

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME



Contract Number / Numéro du contrat Standing Offer M7594-185423
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?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
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?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes
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 EMPLACEMENTS			

Special comments:
Commentaires spéciaux : Facility Access with escort (FA2) by Technical Escort

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 ☐ Yes
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?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non 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 ☐ Yes
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?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes
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?
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 ☐ Yes
Non 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 ☐ Yes
Non Oui

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

Canada

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

Standing Offer M7594-185423

Security Classification / Classification de sécurité

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 Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?



No
Non



Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?



No
Non



Yes
Oui

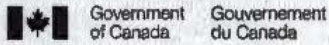
If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME



Contract Number / Numéro du contrat Standing Offer M7594-185423
Security Classification / Classification de sécurité

PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Kelth Darksen	Sgt - Coordinator		
Telephone No. - N° de téléphone 813-843-6729	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel kelth.darksen@rcmp-grc.gc.ca	Date 2018/01/30
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Glenna Burke	National Security & Contracting Coordinator		
Telephone No. - N° de téléphone 813-843-5938	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel glenna.burke@rcmp-grc.gc.ca	Date 11/30/2017
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

Canada

Royal Canadian Mounted Police Security Guide 201805423 or M7594185423

General Security Requirements

All contractors and sub-contractors employed on this contract must support the RCMP's security environment by complying with the directives described in this document.

1. Physical access is restricted to those specific areas of RCMP facilities required to meet the contract's objectives.
2. No Protected or Classified information or other assets will be removed from the RCMP facility without the approval of the Departmental representative or technical authority. If approved the transport and/or transmittal must comply with the security requirements identified in the RCMP's Transport and Transmittal Guide.
3. Restricted items such as cameras, mobile telephones, and audio/visual devices will be surrendered to the main security desk upon arrival at any RCMP facility unless prior written approval has been obtained.
4. The training portion of the requirement will be on standalones for the power point presentation at an approved training location. If their computers are required for the presentation there will be no connection to the RCMP NETWORK and they will seek approval in advance to bring their device onto RCMP. Contact the main desk of the location to get in advance an Electronic device Authorization form. (Sample of HQ form attached for reference.)
5. The information disclosed under this contract will be administered, maintained, and disposed of in accordance with RCMP Security Policies and the Policy on Government Security.
6. The contractor will promptly notify the RCMP of any unauthorized use or disclosure of the information exchanged under this contract and will furnish the RCMP with details of the unauthorized use or disclosure.
7. The contractor will be responsible for advising the RCMP of any changes in personnel security requirements. I.e: Cleared personnel leaving the company or no longer supporting the RCMP contract, new personnel requiring a clearance and personnel requiring clearance renewal.
8. All contractor personnel will be required to obtain and maintain a personnel security clearance commensurate with the sensitivity of the work being performed throughout the life cycle of the contract (in accordance with the provisions of the SRCL).
9. Work will take place in a pre-approved zone at the pre-approved RCMP Location using their equipment. See Annex C. Any change of location must be pre-approved prior by Security.

Personnel Security Requirements

RCMP Facility Access, Level 2

For contractors who only require access to an RCMP facility and will not have access to protected or classified information, systems, assets and facilities. In this scenario, the RCMP wishes to conduct local law enforcement checks only. For PWGSC procurement purposes, this should be identified in the contractual documents.

Contractor personnel must submit to local law enforcement verification by the RCMP, prior to admittance to the facility or site. The RCMP reserves the right to deny access to any facility or site or part thereof to any contractor personnel, at any time.

When the RCMP requires Facility Access Level 2; the successful Bidder, Contractor will submit the following to the RCMP:

1. Form TBS 330-23
2. Copy of Photo Identification(Front and Back)

The RCMP:

1. will conduct personnel security screening checks above the Policy on Government Security requirements
2. is responsible for escorting requirements on its facilities or sites

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME



Government of Canada
Gouvernement du Canada

**PERSONNEL SCREENING,
CONSENT AND AUTHORIZATION FORM**

PROTECTED (when completed)

OFFICE USE ONLY

Reference number	Department/Organization number	File number
------------------	--------------------------------	-------------

NOTE: For Privacy Act Statement refer to Section C of this form and for completion instructions refer to attached instructions.
Please typewrite or print in block letters.

A ADMINISTRATIVE INFORMATION (To be completed by the Authorized Departmental/Agency/Organizational Official)

☐ New ☐ Update ☐ Upgrade ☐ Transfer ☐ Supplemental ☐ Re-activation

The requested level of reliability/security check(s)

☐ Reliability Status ☒ Level I (CONFIDENTIAL) ☐ Level II (SECRET) ☐ Level III (TOP SECRET)

☐ Other

PARTICULARS OF APPOINTMENT/ASSIGNMENT/CONTRACT

☐ Indeterminate ☐ Term ☐ Contract ☐ Industry ☐ Other (specify secondment, assignment, etc.)

Justification for security screening requirement

Position/Competiton/Contract number	Title	Group/Level (Rank if applicable)
Employee ID number/PRI/Rank and Service number (if applicable)	If term or contract, indicate duration period	From To
Name and address of department / organization / agency	Name of official	Telephone number Facsimile number

B BIOGRAPHICAL INFORMATION (To be completed by the applicant)

Surname (Last name) Full given names (no initials) underline or circle usual name used Family name at birth

All other names used (i.e. Nickname)

Sex ☐ Male ☐ Female

Date of birth Country of birth Date of entry into Canada if born outside Canada

RESIDENCE (provide addresses for the last five years, starting with the most current)

Home address Daytime telephone number E-mail address

1	Apartment number	Street number	Street name	Civic number (if applicable)	From Y M	To present
	City	Province or state	Postal code	Country	Telephone number	

2	Apartment number	Street number	Street name	Civic number (if applicable)	From Y M	To Y M
	City	Province or state	Postal code	Country	Telephone number	

Have you previously completed a Government of Canada security screening form? ☐ Yes ☐ No

If yes, give name of employer, level and year of screening.

CRIMINAL CONVICTIONS IN AND OUTSIDE OF CANADA (see instructions)

Have you ever been convicted of a criminal offence for which you have not been granted a pardon? ☐ Yes ☐ No

If yes, give details. (charge(s), name of police force, city, province/state, country and date of conviction)

Charge(s)	Name of police force	City
Province/State	Country	Date of conviction Y M D

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME



Government
of Canada

Gouvernement
du Canada

**PERSONNEL SCREENING,
CONSENT AND AUTHORIZATION FORM**

PROTECTED (when completed)

Surname and full given names	Date of birth
	Y M D

C CONSENT AND VERIFICATION (To be completed by the applicant and authorized Departmental/Agency/Organizational Official)

Checks Required (See Instructions)	Applicant's initials	Name of official (print)	Official's initials	Official's Telephone number
1. <input type="checkbox"/> Date of birth, address, education, professional qualifications, employment history, personal character references				()
2. <input type="checkbox"/> Criminal record check				()
3. <input type="checkbox"/> Credit check (financial assessment, including credit records check)				()
4. <input type="checkbox"/> Loyalty (security assessment only)				
5. <input type="checkbox"/> Other (specify, see instructions) <i>Law Enforcement Records Checks</i>				()

The Privacy Act Statement

The information on this form is required for the purpose of providing a security screening assessment. It is collected under the authority of subsection 7(1) of the *Financial Administration Act* and the *Government Security Policy (GSP)* of the Government of Canada, and is protected by the provisions of the *Privacy Act* in institutions that are covered by the *Privacy Act*. Its collection is mandatory. A refusal to provide information will lead to a review of whether the person is eligible to hold the position or perform the contract that is associated with this Personnel Screening Request. Depending on the level of security screening required, the information collected by the government institution may be disclosed to the Royal Canadian Mounted Police (RCMP) and the Canadian Security Intelligence Service (CSIS), which conduct the requisite checks and/or investigation in accordance with the GSP and to entities outside the federal government (e.g. credit bureaus). It is used to support decisions on individuals working or applying to work through appointment, assignment or contract, transfers or promotions. It may also be used in the context of updating, or reviewing for cause, the reliability status, security clearance or site access, all of which may lead to a re-assessment of the applicable type of security screening. Information collected by the government institution, and information gathered from the requisite checks and/or investigation, may be used to support decisions, which may lead to discipline and/or termination of employment or contractual agreements. The personal information collected is described in Standard PIB PSU 917 (Personnel Security Screening) which is used by all government agencies, except the Department of National Defence PIB DND/PPE 834 (Personnel Security Investigation File), RCMP PIB CMP PPU 065 (Security/Reliability Screening Records), CSIS PIB SIS PPE 815 (Employee Security), and PWGSC PIB PWGSC PPU 015 (Personnel Clearance and Reliability Records) used for Canadian Industry Personnel. Personal information related to security assessments is also described in the CSIS PIB SIS PPU 006 (Security Assessments/Advice).

I, the undersigned, do consent to the disclosure of the preceding information including my photograph for its subsequent verification and/or use in an investigation for the purpose of providing a security screening assessment. By consenting to the above, I acknowledge that the verification and/or use in an investigation of the preceding information may also occur when the reliability status, security clearance or site access are updated or otherwise reviewed for cause under the Government Security Policy. My consent will remain valid until I no longer require a reliability status, a security clearance or a site access clearance, my employment or contract is terminated, or until I otherwise revoke my consent, in writing, to the authorized security official.

Signature Date (Y/M/D)

D REVIEW (To be completed by the authorized Departmental/Agency/Organizational Official responsible for ensuring the completion of sections A, B and C)

Name and title	Telephone number
Address	Facsimile number

E APPROVAL (To be completed by authorized Departmental/Agency/Organizational Security Official only)

I, the undersigned, as the authorized security official, do hereby approve the following level of screening.

Reliability Status
<input type="checkbox"/> Approved Reliability Status <input type="checkbox"/> Not approved
Name and title
Signature Date (Y/M/D)

Security Clearance (if applicable)
<input type="checkbox"/> Level I <input type="checkbox"/> Level II <input type="checkbox"/> Level III <input type="checkbox"/> Not recommended
Name and title
Signature Date (Y/M/D)

Comments

PHOTO
(for Level III T.S.,
and/or upon request
- see instructions)

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME



Government
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INSTRUCTIONS FOR PERSONNEL SCREENING CONSENT AND AUTHORIZATION FORM TBS/SCT 330-23E (Rev. 2002/02)

Once completed, this form shall be safeguarded and handled at the level of Protected A.

General:

If space allotted in any portion is insufficient please use separate sheet using same format.

1. Section A (Administrative Information) Authorized Departmental/Agency/Organizational Official

The Official, based on instructions issued by the Departmental Security Officer, may be responsible for determining, based on five year background history, what constitutes sufficient verification of personal data, educational and professional qualifications, and employment history. References are to be limited to those provided on the application for employment or equivalent forms.

SUPPLEMENTAL INFORMATION REQUIREMENTS

Persons who presently hold a SECURITY CLEARANCE and subsequently marry, remarry or commence a common-law partnership, in addition to having to update sections of the *Security Clearance Form (TBS/SCT 330-60)*, are required to submit an original *Personnel Screening, Consent and Authorization Form*, with the following parts completed:

Part A - As set forth in each question

Part B - As set forth in each question, excluding CRIMINAL CONVICTIONS IN AND OUTSIDE OF CANADA.

Part C - Applicant's signature and date only are required

"Other". This should be used to identify if the security screening is for Site Access, NATO, SIGINT etc.

2. Section B (Biographical Information)

To be completed by the **applicant**. If more space is required use a separate sheet of paper. Each sheet must be signed.

Country of Birth - For "NEW" requests, if born abroad of Canadian parents, please provide a copy of your Certificate of Registration of Birth Abroad. If you arrived in Canada less than five years ago, provide a copy of the Immigration Visa, Record of Landing document or a copy of passport.

- List only criminal convictions for which a pardon has NOT been granted. Include on a separate attached sheet of paper, if more than one conviction. Applicant must include those convictions outside Canada.
- Offences under the *National Defence Act* are to be included as well as convictions by courts-martial are to be recorded.

3. Section C (Consent and Verification)

A copy of Section "C" may be released to institutions to provide acknowledgement of consent.

Criminal record checks (fingerprints may be required) and credit checks are to be arranged through the Departmental Security Office or the delegated Officer.

Consent: may be given only by an applicant who has reached the age of majority, otherwise, the signature of a parent or guardian is mandatory.

The age of majority is:

19 years in Nfld., N.S., N.B., B.C., Yukon, Northwest Territories and Nunavut;
18 years in P.E.I., Que., Ont., Man., Sask. and Alta.

The applicant will provide initials in the "applicant's initials box".

The official who carried out the verification of the information will print their name, insert their initials and telephone number in the required space.

- Reliability Screening (for all types of screening identified within Section A): complete numbers 1 and 2 and 3 if applicable.
- Security Clearance (for all types of screening identified within Section A): complete numbers 1 to 4 and 5 where applicable.
- Other: number 5 is used only where prior Treasury Board of Canada Secretariat approval has been obtained.

4. Section D (Review)

To be completed by authorized Departmental/Agency/Organizational Official who is responsible for ensuring the completion of sections A to C as requested.

5. Section E (Approval)

Authorized Departmental/Agency/Organizational Security Official refers to the individuals as determined by departments, agencies, and organizations that may verify reliability information and/or approve/not approve reliability status and/or security clearances. Approved Reliability Status and Level I, II and III, as well as the signature of the authorized security official or manager are added for Government of Canada use only. Applicants are to be briefed, acknowledge, and be provided with a copy of the "Security Screening Certificate and Briefing Form (TBS/SCT 330-47)".

Note: Private sector organizations do not have the authority to approve any level of security screening.

Photographs: Departments/Agencies/Organizations are responsible for ensuring that three colour photographs of passport size are attached to the form for the investigating agency. Maximum dimensions are 50mm x 70mm and minimum are 43mm x 54mm. The face length from chin to crown of head must be between 25mm x 35mm. The photographs must be signed by the applicant and an authorized security official. The photographs must have been taken within the last six months. It is required for new or upgrade Level III security clearances for identification of the applicant during the security screening investigation by the investigating agency. The investigating agency may in specific incidents request a photograph for a Level I or II clearances when an investigation is required.

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME

**COMMISSIONAIRES OTTAWA
SECTION 10 – PROPERTY SECURITY UNIT
ELECTRONIC DEVICE AUTHORIZATION FORM**

(Please print clearly)

IFS#:	Date:	Building:
Start date:	Start Time:	
End date:	End time:	
Escort name:	Escort HRMIS #:	
Escort unit:	Phone:	
Name of guest:		
Contact info for guest:		
Agency/Company:		
Type of device:		
Device model and serial #:		
Room(s)/area(s) where device will be used:		
Reason for exemption:		

I understand that I must disable any and all connectivity features on all electronic devices which I am permitted to enter RCMP grounds with. I also understand that I must not enable any connectivity features on this or any non RCMP device while on RCMP grounds.

Guest signature:
Escort/witness signature:

For administrative use only

Notes:
Authorized by (print name and sign):
Authorization date:
Form completed by (Cmre name and Corps #):

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME

ANNEX “G” to PART 3 OF THE REQUEST FOR STANDING OFFERS

ELECTRONIC PAYMENT INSTRUMENTS

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

- ☐ () VISA Acquisition Card;
- ☐ () Direct Deposit (Domestic and International);
- ☐ () Electronic Data Interchange (EDI);
- ☐ () Wire Transfer (International Only);
- ☐ () Large Value Transfer System (LVTS) (Over \$25M)

ANNEX “H”

BID EVALUATION CRITERIA

MANDATORY CRITERIA				
At bid closing time, the Offeror must comply with the following mandatory criteria and provide the necessary documentation to support compliance. The Bidder must specify where the information can be found in the brochure or data sheets by completing the “Reference to Offeror’s Proposal” column. Canada reserves the right to verify any and all information. Any offer which fails to meet the following mandatory criteria will be declared non-responsive. Each criterion should be addressed separately.				
Number	Criteria	Supporting Evidence Required	Pass	Fail
Safety Requirements:				
M1	<p>The Offeror’s proposed RPAS must be compliant with Transport Canada’s Standard 922- RPAS Safety Assurance. The Offeror’s certification must be valid for the duration of this Standing Offer, including option years.</p> <p>For any questions with regard to the application process to be on the list of compliant drones, Offerors may consult the following website: http://www.tc.gc.ca/en/transport-canada/corporate/acts-regulations/regulations/sor-96-433/standard-922.html</p>	The Offeror must supply the completed Transport Canada (TC) self-declaration form as supporting documentation of compliance with Transport Canada’s Standard 922- RPAS Safety Assurance.	<input type="checkbox"/>	<input type="checkbox"/>

Page 54 of - de 60

		target.			
		Compliance statement is accepted			
		Must have a Return to Home feature.	<input type="checkbox"/>	<input type="checkbox"/>	
		The RPAS must come with the latest released version of the software/Firmware at time of call-up.	<input type="checkbox"/>	<input type="checkbox"/>	
		Air Vehicle Physical Requirements:			
		The system's diagonal distance of the airframe (excluding propellers) must not exceed 90 cm.	<input type="checkbox"/>	<input type="checkbox"/>	
		The system's vertical height of the airframe must not exceed 40 cm.	<input type="checkbox"/>	<input type="checkbox"/>	
		The system's total weight, including battery, payload and propellers (including carrying case), must not exceed 15 kg.	<input type="checkbox"/>	<input type="checkbox"/>	
		If disassembly is required, the system must be able to be disassembled (without tools) for compact transport and storage.	<input type="checkbox"/>	<input type="checkbox"/>	
		Major system components that, as a result of normal operations, can reasonably be expected to require replacement in the field must be interchangeable with commonly available tools such as screwdrivers or Allen keys. This includes arms, landing gear, propellers and batteries.	<input type="checkbox"/>	<input type="checkbox"/>	
		Compliance statement is accepted			
		The LED lights must be able to be turned off.	<input type="checkbox"/>	<input type="checkbox"/>	
		Compliance statement is accepted			
		The aircraft must have IR navigation lights.	<input type="checkbox"/>	<input type="checkbox"/>	
		Camera & Video Payload:			
		Still images must be able to be captured and viewed by the operator on the controller or ground control station while the system is in the air.	<input type="checkbox"/>	<input type="checkbox"/>	
		Compliance statement is accepted			
		Payload weight must not exceed 2 kg.	<input type="checkbox"/>	<input type="checkbox"/>	
		Still image resolution must be minimum 16 Mega Pixels (MP).	<input type="checkbox"/>	<input type="checkbox"/>	
		Video resolution EO must be minimum 1080p HD recorded.	<input type="checkbox"/>	<input type="checkbox"/>	
		All video must be full HD, recording at least 30 fps.	<input type="checkbox"/>	<input type="checkbox"/>	
		Payload must be stabilized by at least 3 axis gimbal	<input type="checkbox"/>	<input type="checkbox"/>	

		minimum.			
		Payload must be low light capable (manual control camera while in flight).	<input type="checkbox"/>	<input type="checkbox"/>	
		Camera payload must be capable of nadir tilt.	<input type="checkbox"/>	<input type="checkbox"/>	
		EO/IR cameras must be made available with minimum 640x512 pixels.	<input type="checkbox"/>	<input type="checkbox"/>	
		Streamed EO up to 1080p and IR up to VGA.	<input type="checkbox"/>	<input type="checkbox"/>	
		Camera must come with a minimum of 30x optical zoom.	<input type="checkbox"/>	<input type="checkbox"/>	
		Digital zoom camera must be a minimum of 6x zoom.	<input type="checkbox"/>	<input type="checkbox"/>	
		<u>Battery:</u>			
		Batteries must be compliant with the IATA Dangerous Goods Regulations for shipment of Lithium Ion batteries.	<input type="checkbox"/>	<input type="checkbox"/>	
		The battery must operate in temperatures - 20°Celsius to +40°Celsius.	<input type="checkbox"/>	<input type="checkbox"/>	
		Battery cells and connections must be enclosed within a self-contained hard cased unit with no external wires.	<input type="checkbox"/>	<input type="checkbox"/>	
		The RPAS must come with one set of spare batteries (a set is defined as the quantity required to operate the aircraft).	<input type="checkbox"/>	<input type="checkbox"/>	
		<u>Controller or Compatible Viewing Platform:</u>			
		Controller or compatible viewing platform must be capable of being operated without an external light source at night.	<input type="checkbox"/>	<input type="checkbox"/>	
		Controller or compatible viewing platform must be Ingress Protection rated at a minimum level of IP53.	<input type="checkbox"/>	<input type="checkbox"/>	
		The RPAS must have a Video Link Range of at least 1.5 km using the handheld GCS built in antenna.	<input type="checkbox"/>	<input type="checkbox"/>	
		The controller or compatible viewing platform must be securely paired with the RPAS and secondary controller or compatible viewing platform. ***Compliance statement is accepted***	<input type="checkbox"/>	<input type="checkbox"/>	
		<u>Charging System(s):</u>			

		The charging station(s) for both batteries and controllers must be capable of both standard wall (120VAC) and vehicle (12VDC) charging methods. ***Compliance statement is accepted***	<input type="checkbox"/>	<input type="checkbox"/>	
		Charging station must be capable of charging a minimum of two batteries at a time. ***Compliance statement is accepted***	<input type="checkbox"/>	<input type="checkbox"/>	
		<u>Flight Application:</u>			
		Real time battery status, flight telemetry, link signal status, GPS status and any fault information must be displayed by the application on the compatible viewing platform or controller for the pilot's information.	<input type="checkbox"/>	<input type="checkbox"/>	
		At minimum the software on the compatible viewing platform must have a low battery warning (RPAS and Controller), link strength indicator, loss of link warning, and a GPS status indicator.	<input type="checkbox"/>	<input type="checkbox"/>	

POINT RATED CRITERIA					
<p>Only bids that meet the mandatory criteria will be subject to point rating. The criteria listed below will be used to evaluate each bid that meets the mandatory requirements. Offerors are advised to address these requirements in order and in sufficient depth in their offers to enable a full assessment. The evaluation will be based exclusively on the information contained in the offer.</p> <p>Any points obtained in the point rated criteria will determine the technical score. Note that there is no minimum points required. The cost to include the applicable point rated deliverables must be included in the total overall price.</p>					
Number	Criteria	Point Rated Scoring Grid	Maximum Score	Offeror Points Scored	Offeror's Response And Reference to Offer
R1	RPAS Temperature Range	5 points – if the entire system can operate in temperatures from the	5		

	<p>The Offeror must demonstrate that their proposed RPAS can operate in colder temperatures exceeding the minimum requirement of -20 degrees Celsius.</p>	<p>minimum requirement of -37 to -40 degrees Celsius</p> <p>4 points – if the entire system can operate in temperatures from the minimum requirement of -33 to -36 degrees Celsius</p> <p>3 points – if the entire system can operate in temperatures from the minimum requirement of -29 to -32 degrees Celsius</p> <p>2 points – if the entire system can operate in temperatures from the minimum requirement of -25 to -28 degrees Celsius</p> <p>1 point – if the entire system can operate in temperatures from the minimum requirement of -21 to -24 degrees Celsius</p> <p>0 point – none of the above</p>			
R2	<p>Capable of extended flight</p> <p>The Offeror must demonstrate that their proposed RPAS's flight time with medium payload (1.5 lbs) exceeds the minimum requirement of thirty (30) minutes.</p>	<p>10 points – if the system performs continuous flight over 50 minutes (with medium (1.5 lbs) payload)</p> <p>5 points – if the system performs continuous flight for 40 to 50 minutes (with medium (1.5 lbs) payload)</p> <p>3 points – if the system performs continuous flight for 30 to 40 minutes (with medium (1.5 lbs) payload)</p> <p>0 point – none of the above</p>	10		
R3	<p>Capable of more accuracy in GPS or GLONASS mode</p>	<p>10 points – if the RPA minimum accuracy is less than 1.5 meters in</p>	10		

	The Offeror must demonstrate that their proposed RPAS is capable of greater accuracy in the GPS or GLONASS mode than the minimum requirement of thirty 2.0 meters.	GPS or GLONASS mode 5 points – if the accuracy is between 1.5 and 2.0 meters in GPS or GLONASS mode 0 point – none of the above		
R4	Capable of replacing major system components in the field without tools The Offeror must demonstrate that their proposed RPAS does not require tools to replace major system components, including arms, landing gear, propellers and batteries in the field. ****Compliance statement is accepted****	5 points – if the system requires no tools 0 point – none of the above	5	
R5	Geographic Capability The Offeror must provide the address of the location where the performance of the work for this contract will be conducted. If the Offer includes the use of subcontractors, the Offeror must provide the address of the location where the subcontracted work will be conducted. <i>(i) majority of work is defined as equal to 80% or greater</i> <i>(ii) The purpose of this point-rated criteria is to address the potential TAT delays that are associated with customs</i>	10 Points – The Offeror clearly states that the performance of work associated with this contract will be conducted in Canada only 8 Points – The Offeror clearly states that the majority of the performance of the work associated with this contract will be conducted in Canada 3 Points – The Offeror clearly states that between 50% and 79% of the performance of the work associated with this contract will be conducted in Canada 0 Points – The Offeror clearly states that less than 49% of the performance of the work associated with this contract will be conducted in	10	

Solicitation No. - N° de l'invitation
M7594-185423/C
Client Ref. No. - N° de réf. du client
M7594-185423

Amd. No. - N° de la modif.
File No. - N° du dossier
011cag.M7594-185423

Buyer ID - Id de l'acheteur
011cag
CCC No./N° CCC - FMS No./N° VME

		Canada			
TOTAL RATED EVALUATION SCORE:			40		