



**RETURN BID TO/ RETOURNER LES
SOUSSIONS À :**

Attn : Véronique Fulham
Email : [CBSA-ASFC_Solicitations-
Demandes_de_soumissions@cbsa-asfc.gc.ca](mailto:CBSA-ASFC_Solicitations-Demandes_de_soumissions@cbsa-asfc.gc.ca)

**Request for Quota Request for
Proposal to:**

**Canada Border Services Agency
(CBSA)**

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

Demande de proposition à :

**l'Agence des services frontaliers
du Canada (ASFC)**

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

Comments — Commentaires :

**THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT — LE PRÉSENT
DOCUMENT COMPORTE UNE EXIGENCE
EN MATIÈRE DE SÉCURITÉ**

Issuing Office – Bureau de distribution

CBSA / ASFC
355 Ch. North River Road, 17th Floor – 17ième
étage
Ottawa ON K1A 0L8

Title — Sujet: Installation of Closed Circuit Television (CCTV) hardware at the port of entry (POE) of Douglas – Peace Arch	
Solicitation No. — N° de l'invitation 1000417113	Date: September 25, 2023
Solicitation Closes — L'invitation prend fin	Time Zone — Fuseau horaire
At /à: 02:00 PM (hours/heures) On/le : October 24, 2023	<input type="checkbox"/> EST (Eastern Standard Time)/ <input type="checkbox"/> HNE (heure normale de l'Est) <input checked="" type="checkbox"/> EDT (Eastern Daylight Saving Time)/ <input type="checkbox"/> HAE (heure avancée de l'Est)
F.O.B. — F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other — Autre: <input type="checkbox"/>	
Address Enquiries to — Adresser toutes questions à: All communications related to this solicitation must be sent to: EMAIL: CBSA-ASFC_Solicitations-Demandes_de_soumissions@cbsa-asfc.gc.ca Attn : Véronique Fulham Solicitation # 1000417113 CC : veronique.fulham@cbsa-asfc.gc.ca	
Destination - of Goods and or Services: Destination – des biens et ou services : FOB	
Instructions: See Herein — Voir aux présentes	
Delivery Required — Livraison exigée See herein — voir aux présentes	Delivery Offered — Livraison proposée
Vendor/Firm Name and Address — Raison sociale et adresse du fournisseur/de l'entrepreneur:	
Telephone No. – No de téléphone:	FAX No. – No 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



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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

- a. Before award of a contract, the following conditions must be met:
 - i. the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
- b. Before access to sensitive information is provided to the Bidder, the following conditions must be met:
 - i. the Bidder's proposed individuals requiring access to sensitive information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
 - ii. the Bidder's security capabilities must be met as indicated in Part 6 - Resulting Contract Clauses.
- c. For additional information on security requirements, Bidders 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.

1.2 Statement of Work

The Canada Border Service Agency (CBSA) has a requirement for the installation of Closed Circuit Television (CCTV) hardware at the port of entry (POE) of Douglas – Peace Arch located at 220 Highway 99, Surrey, BC, V3Z 9N7.

The Work to be performed is detailed under Annex A- Statement of Work of the resulting contract clauses.

1.3 Site Visit

A mandatory site visit will be available to Bidders on October 4, 2023. Bidders must confirm their attendance to the Contracting Authority before October 2, 2023. The site visit will start at 10:00 AM.

1.4 Trade Agreements

This requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA) and all international free trade agreements including the World Trade Organization-Agreement on Government Procurement (WTO-GPA).

1.5 Debriefings

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



PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

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

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 180 days

2.2 Submission of Bids

Bids must be submitted only to CBSA-ASFC_Solicitations-Demandes_de_soumissions@cbsa-asfc.gc.ca by the date, time and place indicated on page 1 of the bid solicitation.

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

2.2.1 Non-Disclosure Agreement

Upon contract award, the winning Bidder must submit and sign the Non-Disclosure Agreement to the Contracting Authority specified in Attachment 1 to Part 2.

2.3 Former Public Servant

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

Definitions

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

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



"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

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

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes** () **No** ()

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

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

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

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes** () **No** ()

If so, the Bidder must provide the following information:

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

2.4 Enquiries - Bid Solicitation

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

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit



the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.5 Improvement of Requirement During Solicitation Period

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

2.6 Applicable Laws

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

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

2.7 Bid Challenge and Recourse Mechanisms

- a. Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- b. Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:
 - Office of the Procurement Ombudsman (OPO)
 - Canadian International Trade Tribunal (CITT)
- c. Bidders should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Bidders should therefore act quickly when they want to challenge any aspect of the procurement process.

2.8 Clause for solicitation documents and regret letters for unsuccessful bidders

The OPO was established by the Government of Canada to provide an impartial, independent venue for Canadian bidders to raise complaints regarding the award of certain federal contracts under \$30,300 for goods and \$121,200 for services. If you have concerns regarding the award of a federal contract below these dollar amounts, you may contact the OPO by e-mail at boa.opo@boa-opo.gc.ca, by telephone at 1-866-734-5169, or by web at www.opo-boa.gc.ca. For more information on OPO's services or to determine if your concerns are within the Ombudsman's mandate, please see the [Procurement Ombudsman Regulations](#) or visit the [Office of the Procurement Ombudsman website](#).



ATTACHMENT 1 to PART 2 – NON-DISCLOSURE AGREEMENT

I, _____ (*insert company representative name*), recognize that in the course of the work as Contractor from _____ (*insert company name*), may be given access to information by or on behalf of Canada in connection with the Work, pursuant to Solicitation No. 1000417113 between His Majesty the King in right of Canada, represented by the President of the CBSA and _____ (*insert company name as it would appear in the Contract*), including any information that is confidential or proprietary to third parties, and information conceived, developed or produced by the Contractor as part of the Work. For the purposes of this agreement, information includes but not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the performance of the Contract.

I agree that the company or any contracted resource will not reproduce, copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any person other than a person employed by Canada on a need to know basis. I and any contracted resource undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Contractor by or on behalf of Canada must be used solely for the purpose of the Contract and must remain the property of Canada or a third party, as the case may be.

I agree that the obligation of this agreement will survive the completion of the Contract.

Signature

Date



PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

The Bidder must submit its bid electronically. Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions.

Canada requests that the Bidder submits its bid in separately bound sections as follows:

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

Due to the nature of the bid solicitation, bids transmitted by CPC Connect service and by facsimile will not be accepted.

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

- i. Soft copies will be accepted in any of the following electronic formats:
 - Portable Document Format .pdf
 - Microsoft Word 97/2000 (.doc)
 - Microsoft Excel 97/2000 (.xls)
- ii. use a numbering system that corresponds to the bid solicitation;
- iii. include a title page at the front of each volume of the bid that includes the title, date, bid solicitation number, Bidder's name and address and contact information of its representative; and
- iv. Include a table of contents.

3.1.2 Submission of Only One Bid:

- i. A Bidder, including related entities, will be permitted to submit only one bid in response to this bid solicitation. If a Bidder or any related entities participate in more than one bid (participating means being part of the Bidder, not being a subcontractor), Canada will provide those Bidders with two (2) working days to identify the single bid to be considered by Canada. Failure to meet this deadline will result in all the affected bids being disqualified.
- ii. For the purposes of this Article, regardless of the jurisdiction where any of the entities concerned is incorporated or otherwise formed as a matter of law (whether that entity is a natural person, corporation, partnership, etc), an entity will be considered to be "related" to a Bidder if:
 - A. they are the same legal entity (i.e., the same natural person, corporation, partnership, limited liability partnership, etc.);
 - B. they are "related persons" or "affiliated persons" according to the *Canada Income Tax Act*;
 - C. the entities have now or in the two years before bid closing had a fiduciary relationship with one another (either as a result of an agency arrangement or any other form of fiduciary relationship); or
 - D. the entities otherwise do not deal with one another at arm's length, or each of them does not deal at arm's length with the same third party.



- iii. Individual members of a joint venture cannot participate in another bid, either by submitting a bid alone or by participating in another joint venture.

3.1.3 Joint Venture Experience:

- i. Where the Bidder is a joint venture with existing experience as that joint venture, it may submit the experience that it has obtained as that joint venture.

Example: A Bidder is a joint venture consisting of members L and O. A bid solicitation requires that the Bidder demonstrate experience providing maintenance and help desk services for a period of 24 months to a customer with at least 10,000 users. As a joint venture (consisting of members L and O), the Bidder has previously done the work. This Bidder can use this experience to meet the requirement. If member L obtained this experience while in a joint venture with a third party N, however, that experience cannot be used because the third party N is not part of the joint venture that is bidding.

- ii. A joint venture Bidder may rely on the experience of one of its members to meet any given technical criterion of this bid solicitation.

Example: A Bidder is a joint venture consisting of members X, Y and Z. If a solicitation requires: (a) that the Bidder have 3 years of experience providing maintenance service, and (b) that the Bidder have 2 years of experience integrating hardware with complex networks, then each of these two requirements can be met by a different member of the joint venture. However, for a single criterion, such as the requirement for 3 years of experience providing maintenance services, the Bidder cannot indicate that each of members X, Y and Z has one year of experience, totaling 3 years. Such a response would be declared non-responsive.

- iii. Joint venture members cannot pool their abilities with other joint venture members to satisfy a single technical criterion of this bid solicitation. However, a joint venture member can pool its individual experience with the experience of the joint venture itself. Wherever substantiation of a criterion is required, the Bidder is requested to indicate which joint venture member satisfies the requirement. If the Bidder has not identified which joint venture member satisfies the requirement, the Contracting Authority will provide an opportunity to the Bidder to submit this information during the evaluation period. If the Bidder does not submit this information within the period set by the Contracting Authority, its bid will be declared non-responsive.

Example: A Bidder is a joint venture consisting of members A and B. If a bid solicitation requires that the Bidder demonstrate experience providing resources for a minimum number of 100 billable days, the Bidder may demonstrate that experience by submitting either:

- Contracts all signed by A;
- Contracts all signed by B; or
- Contracts all signed by A and B in joint venture, or
- Contracts signed by A and contracts signed by A and B in joint venture, or
- Contracts signed by B and contracts signed by A and B in joint venture.

That show in total 100 billable days.

- iv. Any Bidder with questions regarding the way in which a joint venture bid will be evaluated should raise such questions through the Enquiries process as early as possible during the bid solicitation period.

3.2 Section I: Technical Bid



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

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

3.2.1 The technical bid consists of the following:

a. **Bid Submission Form**

Bidders are requested to include the **Bid Submission Form- Attachment 1 to Part 3** with their bids. It provides a common form in which Bidders can provide information required for evaluation and contract award, such as a contact name, the Bidder’s Procurement Business Number, the Bidder’s status under the Federal Contractors Program for Employment Equity, etc. Using the form to provide this information is not mandatory, but it is recommended. If Canada determines that the information required by the Bid Submission Form is incomplete or requires correction, Canada will provide the Bidder with an opportunity to do so.

b. **Security Clearance**

Bidders are requested to submit the following security information for each of the proposed resources with their bids on or before the bid closing date:

Security Information	Resource Information
Name of individual as it appears on security clearance application form:	
Level of security clearance obtained:	
Validity period of security clearance obtained:	
Security Screening Certificate and Briefing Form file number :	

c. **Substantiation of Technical Compliance**

The technical bid must substantiate the compliance of the Bidder and its products and services with the specific requirements of **Attachment 1 to Part 4- Mandatory Technical Criteria**, which is the requested format for providing the substantiation. The substantiation must not simply be a repetition of the requirement(s), but must explain and demonstrate how the Bidder will meet the requirements and carry out the required Work.

Simply stating that the Bidder or its proposed solution or product complies is not sufficient. Where Canada determines that the substantiation is not complete, the Bidder will be considered non-responsive and disqualified. The substantiation may refer to additional documentation submitted with the bid - this information can be referenced in the “Bidder’s Response” column of Attachment 1 to Part 4, where Bidders are requested to indicate where in the bid the reference material can be found, including the title of the document, and the page and paragraph numbers; where the reference is not sufficiently precise, Canada may request that the Bidder direct Canada to the appropriate location in the documentation.

3.3 Section II: Financial Bid



- a. Bidders must submit their financial bid in accordance with the pricing tables in Annex B- Basis of Payment, without any conditions, assumptions, restrictions or otherwise. Bidders must complete and submit with their financial bid, **Pricing Schedule provided in Attachment 2 to Part 4**. Any financial proposal that purports to restrict the way in which Canada acquires goods or services under the resulting contract, with the exception of those limitations that are expressly set out in this bid solicitation, will be treated as being non-responsive and the Bidder's bid will be given no further consideration.
- b. **All Costs to be Included:** The financial bid must include all costs for the requirement described in the bid solicitation for the entire Contract Period. The identification of all necessary equipment, software, peripherals, cabling and components required to meet the requirements of the bid solicitation and the associated costs of these items is the sole responsibility of the Bidder. The financial bid must be all inclusive and must not require additional investments by the CBSA based on the scope of the work identified in this document.
- c. Bidders must submit their financial bid in Canadian Dollars and in accordance with the Pricing Schedule detailed in Attachment 2 to Part 4. The total amount of Applicable Taxes must be shown separately.
- d. Canada has the right to disqualify a bid if the price of any deliverables does not reflect a fair and actual market price.
- e. Prices submitted with the bid will form part of any resulting contract.
- f. Bidders must also provide a separate detailed price breakdown to support the pricing provided in the table of **Attachment 2 to Part 4- Pricing Schedule**.

3.3.1 Payment of Invoices by Direct Deposit

The Bidder must accept payment by Direct Deposit.

Bidders that supply goods and services to the Government of Canada must enrol in direct deposit for account payable.

3.3.2 Exchange Rate Fluctuation

SACC Manual clause [C3011T](#) (2013-11-06), Exchange Rate Fluctuation

3.4 Section III: Certifications

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



ATTACHMENT 1 TO PART 3- BID SUBMISSION FORM

BID SUBMISSION FORM	
Bidder's full legal name	
Authorized Representative of Bidder for evaluation purposes (e.g., clarifications)	Name
	Title
	Address
	Telephone #
	Fax #
	Email
Bidder's Procurement Business Number (PBN) [see the Standard Instructions 2003] [Note to Bidders: Please ensure that the PBN you provide matches the legal name under which you have submitted your bid. If it does not, the Bidder will be determined based on the legal name provided, not based on the PBN, and the Bidder will be required to submit the PBN that matches the legal name of the Bidder.]	
Jurisdiction of Contract Province or territory in Canada the Bidder wishes to be the legal jurisdiction applicable to any resulting contract (if other than as specified in solicitation)	
Former Public Servants See the Article in Part 2 of the bid solicitation entitled Former Public Servant for a definition of "Former Public Servant".	Is the Bidder a FPS in receipt of a pension as defined in the bid solicitation? Yes ____ No ____ If yes, provide the information required by the Article in Part 2 entitled "Former Public Servant"
	Is the Bidder a FPS who received a lump sum payment under the terms of the Work Force Adjustment Directive? Yes ____ No ____ If yes, provide the information required by the Article in Part 2 entitled "Former Public Servant"
Security Clearance Level of Bidder [include both the level and the date it was granted] [Note to Bidders: Please ensure that the security clearance matches the legal name of the Bidder. If it does not, the security clearance is not valid for the Bidder.]	



On behalf of the Bidder, by signing below, I confirm that I have read the entire bid solicitation including the documents incorporated by reference into the bid solicitation and I certify that:

1. The Bidder considers itself and its proposed resources able to meet all the mandatory requirements described in the bid solicitation;
2. This bid is valid for the period requested in the bid solicitation;
3. All the information provided in the bid is complete, true and accurate; and
4. If the Bidder is awarded a contract, it will accept all the terms and conditions set out in the resulting contract clauses included in the bid solicitation.

**Signature of Authorized Representative
of Bidder**

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PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- a. Bids will be assessed in accordance with the entire requirement of the bid solicitation including technical and financial, evaluation criteria.
- b. An evaluation team composed of representatives of Canada will evaluate the bids.
- c. In addition to any other time periods established in the bid solicitation:
 - i. Requests for Clarification: If Canada seeks clarification or verification from the Bidder about its bid, the Bidder will have two (2) working days (or longer if specified in writing by the Contracting Authority) to provide the necessary information to Canada. Failure to meet this deadline will result in the bid being declared non-responsive.
 - ii. Extension of time: If additional time is required by the Bidder, the Contracting Authority may grant an extension in his or her sole discretion.

4.2 Technical Evaluation

The evaluation of Attachment 1 to Part 4 will consist of mandatory technical criteria, which are evaluated on simple pass/fail basis.

4.2.1 Mandatory Technical Criteria

- a. The Bidder must comply with and meet all technical requirements and all terms and conditions specified in this bid solicitation. The Bidder must provide the necessary documentation to support compliance with this requirement.
- b. Each bid will be reviewed for compliance with the mandatory requirements of the bid solicitation. Any element of the bid solicitation that is identified specifically with the words “must” or “mandatory” is a mandatory requirement. Bids that do not comply with each and every mandatory requirement will be declared non-responsive and be disqualified. The Evaluation Team may determine that a bid does not meet a mandatory requirement at any time during the evaluation process.
- c. Each mandatory technical criteria should be addressed separately. The mandatory technical criteria must be provided at bid closing.
- d. The mandatory technical criteria are described in **Attachment 1 to Part 4- Mandatory Technical Criteria**, and must be provided at bid closing.
- e. Bidders are cautioned that **Attachment 1 to Part 4- Mandatory Technical Criteria** does not include all the mandatory requirements of this solicitation. This solicitation contains other mandatory requirements dealing with the submission, format and content of proposals, including the mandatory submission or certifications and mandatory requirements of the submission of cost proposal. It is the Bidder’s sole responsibility to read the entire solicitation to ensure that it complies with all mandatory requirements of this solicitation.
- f. Bidders are required to complete and submit with the technical proposal **Attachment 1 to Part 4- Mandatory Technical Criteria** in order to be evaluated. The format of the table should be similar to the format shown herein.

4.3 Financial Evaluation



- a. The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.
- b. For bid evaluation and Contractor selection purposes only, the evaluated price of a bid will be determined in accordance with the **Pricing Schedule in Attachment 2 to Part 4**.
- c. The Bidder must complete the pricing table in **Attachment 2 to Part 4- Pricing Schedule** and include it in its financial bid. As a minimum, the Bidder must respond to this pricing schedule by inserting its financial bid in column C, its quoted all-inclusive firm price (in CAD \$).
- d. The price must be rounded to 2 decimals.
- e. The financial evaluation will be conducted by calculating the sum of each cell in column C. Below is an example of the evaluation procedure:

	Requirement	Description	Total Evaluated Price
	A	B	C
1.	Camera Accessories	Total cost for all required equipment, not provided by the CBSA, needed to complete the work detailed in Annex A.	\$5,000.00
2.	Incidentals	Total cost for all required incidentals needed to complete the work detailed in Annex A.	\$6,000.00
3.	Labour	Total cost for the complete installation of the CCTV system as detailed in Annex A.	\$60,000.00
Total= 1.C+2.C+3.C			\$71,000.00

4.4 Basis of Selection

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



ATTACHMENT 1 TO PART 4- MANDATORY TECHNICAL CRITERIA

	Mandatory Technical Criteria	Additional Information	Bidder's Response
1	The Bidder must have experience installing CCTV related systems including installation of cabling; CAT-6 and fiber for the Government of Canada.	Provide references for three (3) CCTV types of installation including cabling (CAT6 and Fiber) for the Government of Canada within the last five (5) years. The Bidder must provide, at a minimum, the following information as part of their bid: - Start date and end date of installation; and - Description of the installation	



ATTACHMENT 2 TO PART 4- PRICING SCHEDULE

Bidders must insert a price in every cell of column C (1., 2., and 3.), rounded to two (2) decimals.

Bidders must also provide a separate detailed price breakdown to support the pricing provided in the table below.

	Requirement	Description	Total Evaluated Price
	A	B	C
1.	Camera Accessories	Total cost for all required equipment, not provided by the CBSA, needed to complete the work detailed in Annex A.	\$
2.	Incidentals	Total cost for all required incidentals needed to complete the work detailed in Annex A.	\$
3.	Labour	Total cost for the complete installation of the CCTV system as detailed in Annex A.	\$
Total= 1.C+2.C+3.C			\$



PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the 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.

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Security Requirements – Required Documentation

In accordance with the [requirements of 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>), the Bidder must provide a completed Contract Security Program Application for Registration (AFR) form to be given further consideration in the procurement process.

Bidders are reminded to obtain the required security clearance and, as applicable, security capabilities promptly. As indicated above, bidders who do not provide all the required information at bid closing will be given the opportunity to complete any missing information from the AFR form within a period set by the Contracting Authority. If that information is not provided within the timeframe established by the Contracting Authority (including any extension granted by the Contracting Authority in its discretion), or if Canada requires further information from the bidder in connection with assessing the request for security clearance (i.e., information not required by the AFR form), the Bidder will be required to submit that information within the time period established by the Contracting Authority, which will not be less than 48 hours. If, at any time, the Bidder fails to provide the required information within the timeframe established by the Contracting Authority, its bid will be declared non-compliant.



5.2.3 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

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



PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract.

- a. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS) with approved Document Safeguarding at the level of **PROTECTED B**, issued by the Canadian Industrial Security Directorate, Public Works and Government Services Canada.
- b. The Contractor personnel requiring access to PROTECTED information, assets or work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- c. The Contractor MUST NOT utilize its Information Technology systems to electronically process, produce or store PROTECTED information until the CISD/PWGSC has issued written approval. After approval has been granted or approved, these tasks may be performed up to the level of **PROTECTED B**.
- d. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
- e. The Contractor must comply with the provisions of the:
 - i. Security Requirements Check List and security guide (if applicable), attached at Annex C;
 - ii. *Industrial Security Manual* (Latest Edition).

6.2 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex A.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

[2010C](#) (2022-12-01), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from contract award date to March 31, 2024 inclusive.

6.5 Authorities

6.5.1 Contracting Authority



The Contracting Authority for the Contract is:

Name: Véronique Fulham
Title: Senior Procurement Officer
Canada Border Services Agency
Finance and Corporate Management Branch/ Procurement Branch
Address: 355 North River Road, Tower B, 17th Floor, Ottawa ON, K1A 0L8

E-mail address: veronique.fulham@cbsa-asfc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is: *(will be provided at contract award)*

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____ _
Facsimile: ____ _
E-mail address: _____

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

6.5.3 Contractor's Representative

Contact Name: *(will be completed at contract award)*
Telephone:
E-mail address:

6.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2019-01](#) of the Treasury Board Secretariat of Canada.

6.7 Payment

6.7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex B- Basis of Payment. Customs duties are included and Applicable Taxes are extra.



6.7.2 Limitation of Price

SACC Manual clause [C6000C](#) (2017-08-17) Limitation of Price

6.7.3 Single Payment

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

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

6.8 Invoicing Instructions

- a. The Contractor must submit invoices in accordance with the information required in the General Conditions.
- b. The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision, and must show the applicable contract number.
- c. By submitting invoices the Contractor is certifying that the goods and/or services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.
- d. All invoices must be submitted using the following method (**only one copy of the invoice should be sent to the Agency**):

Email: Only legible electronic (PDF, Word, Excel) files will be accepted; all others will be returned.

vendors-fournisseurs@cbsa-asfc.gc.ca

This email address is to be used for submitting invoices and for payment status inquiries.

Direct Deposit:

The Government of Canada will soon be phasing out federal government cheques; we strongly encourage Businesses that supply goods and services to the Government of Canada to enrol in direct deposit for account payable.

Please contact ca-ci@cbsa-asfc.gc.ca to obtain additional information, to confirm direct deposit enrolment process and the steps to be followed.

IMPORTANT NOTE: If a supplier omits any required information pertaining to payment processing from the invoice, the invoice will be returned at the discretion of the CBSA and will not be paid until valid payment referencing is provided.

6.9 Certifications and Additional Information

6.9.1 Compliance

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



6.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____ (*to be updated at contract award*).

6.11 Priority of Documents

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

- a. the Articles of Agreement;
- b. the general conditions [2010C](#) (2022-12-01), General Conditions - Services (Medium Complexity);
- c. Annex A- Statement of Work;
- d. Annex B- Basis of Payment;
- e. Annex C- Security Requirements Check List;
- f. the Contractor's bid dated _____ (*insert date of bid at contract award*)

6.12 Dispute Resolution

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

6.13 Contract Clauses—Dispute Resolution

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

6.14 Contract clause—Contract Administration

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



6.15 Insurance

SACC Manual clause G1005C (2016-01-28) Insurance- No Specific Requirement



ANNEX A- STATEMENT OF WORK

1. Video Monitoring System

1.1 Scope

The work consists of installing CCTV hardware for the Canada Border Services Agency (CBSA) port of entry (POE) of Douglas – Peace Arch located at 220 Highway 99, Surrey, BC, V3Z 9N7.

1.2 Notice

1.2.1 A site visit will be optional unless requested by the Bidders. The CBSA will coordinate with the local Operations on a date and time.

1.2.2 All services must be completed no later than Sunday, March 31, 2024.

1.3 Client Support

1.3.1 The CBSA will provide the hardware identified in Section 3 – CBSA Supplied Equipment. Any equipment which is not provided by the CBSA, but is necessary for the requirements identified in this documents must be the responsibility of the Contractor.

1.3.1.1 The Contractor must validate the items provided by the CBSA at the beginning of the project.

1.3.2 The CBSA is responsible to coordinate any necessary on-site supervision including site access. (e.g. requirements for Commissionaires).

1.3.3 The CBSA will provide a Brookfield Global Integrated Solutions (BGIS) work permit form to the Contractor.

1.3.4 The following has already been installed by the CBSA:

1.3.4.1 Server rack and patch panels.

1.4 Tasks

1.4.1 Cameras

1.4.1.1 The Contractor must Install one hundred and eight (108) cameras as per Section 5 – Site Plan and Camera Layout.

1.4.1.2 The Contractor must remove seventy six (76) existing cameras.

1.4.1.3 Camera field of views (FOVs), Pan Tilt Zoom (PTZ) pre-sets, auto-focus areas and day/night functionality will be determined onsite by the Technical Authority and Operational representative.

1.4.1.4 Detention and holding cell camera housings must have security caulking applied around them to reduce ligature points.

1.4.2 Network Cabling

1.4.2.1 At minimum, the Contractor must follow the cabling standards identified in Annex 1 – Cabling Standards.

1.4.3 Relay Rooms



1.4.3.1 There are two (2) Relay Rooms located on site.

1.4.3.2 All relay room must directly connect back to the server room in RM#3089.

1.4.3.2.1 Relay Room 1: Located inside PIL Booth 6.

1.4.3.2.2 Relay Room 2: Located at Secondary Exam Garage.

1.4.4 Unless otherwise noted by the CBSA Technical Authority, all existing CCTV components (e.g. analog cameras and recorders) including cabling (if possible) must be removed and remitted to the CBSA for disposal. Cabling must be disposed of by the Contractor.

1.4.4.1 The Contractor must inform the CBSA Technical Authority if existing equipment that must be removed would cause a noticeable footprint. The CBSA Technical Authority may authorize this equipment to remain in place.

1.4.4.2 Holes or damage caused by the removal of existing equipment must be patched over or covered to aesthetically blend in with its surroundings. Holes or damage caused in detention and holding cells must be repaired and secured using security torx screws and security caulking to reduce ligature points.

1.4.5 System Labelling and Cable Management

1.4.5.1 The Contractor must follow the requirements in [Annex 2 – Label and Cable Management Standards](#).

1.4.6 Workstations and Monitors

1.4.6.1 The Contractor must install eleven (11) monitors as per the table below.

1.4.6.2 The Contractor must mount and install workstations and monitors at the following locations:

Location	Workstation #	Monitor #	Mount Type
Superintendent’s Office	WS-01	MN-01-27 MN-02-43 MN-03-43	MN-01-27: Desk Mount MN-02/03-43” Articulating wall mounts
Officer’s Desks A-side	WS-02	MN-04-55	Articulating wall mount
Primary Inspection Lane	WS-06	MN-05-27	Articulating desk mount
B-side monitor	WS-03	MN-06-43	Articulating wall mount
B-side desks	WS-03	MN-07-43	Articulating wall mount
Lunch Room	WS-03	MN-08-43	Articulating wall mount
Chief’s/POEM’s Room	WS-04	MN-09-27 MN-10-43	MN-09-27: Desk Mount MN-10-43: Articulating wall mount
Chief’s Office	WS-05	MN-11-43	Articulating wall mount

1.4.7 Time Synchronization

1.4.7.1 The Contractor must install a Global Positioning System (GPS) Time Synchronization device as per the requirements below (Article 1.4.7.2 and Article 1.4.7.3).

1.4.7.2 The Contractor must provide a preferred mounting location for the GPS antenna to the Technical Authority.



- 1.4.7.3 If located outside, the GPS antenna must be enclosed in a weatherproof octagonal PVC box, and be mounted to the building exterior.

1.5 Constraints

- 1.5.1 Depending on the local CBSA Operations, some work may require to be completed outside regular working hours. The CBSA will inform the Contractor at the earliest possible time of such requirements.
- 1.5.2 The Contractor must take precaution to minimize disturbance to institutional Operations. The Contractor must cooperate with Operational staff and conform to all security requirements.
- 1.5.3 Upon completion of the Work, the Contractor must conduct a final cleaning of the equipment and worksite in order to remove tools, waste material and leave the site in a clean, optimal operational condition. Camera domes must be dusted prior to Commissioning.
- 1.5.4 Security Requirements
 - 1.5.4.1 All access into secure rooms (such as LAN rooms) must be done through escort by CBSA employees. The Contractor must remain escorted 24/7 while conducting work within Secure rooms.
 - 1.5.4.2 The Contractor must request escort from the CBSA with 24 hours' notice.
 - 1.5.4.3 All devices which are wireless or Bluetooth capable must have their wireless and Bluetooth functionalities disabled.

1.6 Commissioning

- 1.6.1 The Contractor must perform a site commissioning (compliance verification test) with the Technical Authority demonstrating the complete functionality of the components installed.
 - 1.6.1.1 The CBSA will report all deficiencies noted to the Contractor.
 - 1.6.1.2 The Contractor must resolve or repair all reported deficiencies within thirty (30) calendar days of receiving the deficiency list.

1.7 Deliverables

- 1.7.1 After the successful completion of the Commissioning process, and prior to the date indicated in [Section 1.2 – Notice](#), the Contractor must provide the CBSA Technical Authority soft copies (soft copies must be transmitted via an encrypted USB storage device) of:
 - 1.7.1.1 Final “as-built” drawings (PDF format or AutoCAD format).
- 1.7.2 The Contractor must complete and submit weekly BGIS work permits to the Technical Authority in advance of any onsite work.

1.8 Meetings

- 1.8.1 Upon award of the contract, the Contractor and the CBSA must participate in a kick-off meeting or teleconference to review the project schedule and any relevant information towards the successful completion of the project. The CBSA will schedule the kick-off meeting within two (2) weeks of contract award.



1.8.2 The Contractor must provide a delivery and installation schedule within ten (10) calendar days following the kick-off meeting.

2. Contractor Supplied Equipment

The following equipment must be supplied and installed by the Contractor.

Hardware / Software	Make/Model	Quantity
Monitor Mounts	Contractor Specification	As required
UPS Mounts	Contractor Specification	As required
Cabling	Contractor Specification	As required
Fiber	Contractor Specification	As required
Conduits	Contractor Specification	As required

3. CBSA Supplied Equipment

The following equipment is provided by the CBSA.

Hardware	Make/Model	Quantity
Camera	Hanwha XNV-C6083R	12
Camera	Hanwha XND-C8083RV	43
Camera	Hanwha XNV-C8083R	28
Camera	Hanwha PNM-7082RVD	2
Camera	Hanwha QNV-6023R	11
Camera	Hanwha PNM-9322VQP	4
Camera	Hanwha SLA-2M2800P	16
Camera	Hanwha XNP-6400R	2
Camera	Hanwha QNP-6320HS	5
Camera	Bosch Flexidome IP corner 9000P	4
Camera Mounts	Ref: <u>Section 4.1. Camera/Mount Schedule</u>	156
Workstation	Type 1 – MX-WS-VMi7-4M	4
Workstation	Type 3 – BCDT03-PWS-17	2
Decoder	Hanwha SPD-151	2
RR-1 Relay Rack	Middle Atlantic EWR-10-22SD	1
RR-2 Relay Rack	Middle Atlantic 24RU WRK-24SA-32 c/w VFD-24	1
Monitor	BOSCH UML-434-90 (43")	7
Monitor	BOSCH UML-554-90 (55")	1
Monitor	BOSCH UML-274-90 (27")	3
GPS NTP Device	Veracity VTN-TN-PRO GPS	1
Patch panel	TC-P48C6	4
Fiber Enclosure	Altronix NetWaySP4BTWPX	1



4. Site Plan and Camera Layout

4.1 Camera/Mount Schedule

#	Location	Make/Model	Mount Type	Arm	Cap	Back Box	Tint/Cap	Base
1	Pole L1 Pre-Primary	Hanwha QNP-6320HS	10	SBP-300WMS		SBP-300PMS		
2	Pole L2 Pre-Primary	Hanwha QNP-6320HS	10	SBP-300WMS		SBP-300PMS		
3	Pole L2 Pre-Primary	Hanwha QNP-6320HS	10	SBP-300WMS		SBP-300PMS		
4	Lane 10 Back of Driver	Hanwha XNV-C6083R	3			SBV-160BW	SBV-161WCW	
5	Lane 9 Back of Driver	Hanwha XNV-C6083R	3			SBV-160BW	SBV-161WCW	
6	Driver Camera, Primary Booth 10	Hanwha QNV-6023R	7					
7	Driver Camera, Primary Booth 9	Hanwha QNV-6023R	7					
8	Lane 8 Back of Driver	Hanwha XNV-C6083R	3			SBV-160BW	SBV-161WCW	
9	Lane 7 Back of Driver	Hanwha XNV-C6083R	3			SBV-160BW	SBV-161WCW	
10	Driver Camera, Primary Booth 8	Hanwha QNV-6023R	7					
11	Driver Camera, Primary Booth 7	Hanwha QNV-6023R	7					
12	Lane 6 Back of Driver	Hanwha XNV-C6083R	3			SBV-160BW	SBV-161WCW	
13	Lane 5 Back of Driver	Hanwha XNV-C6083R	3			SBV-160BW	SBV-161WCW	
14	Driver Camera, Primary Booth 6	Hanwha QNV-6023R	7					
15	Driver Camera, Primary Booth 5	Hanwha QNV-6023R	7					
16	Lane 4 Back of Driver	Hanwha XNV-C6083R	3			SBV-160BW	SBV-161WCW	
17	Lane 3 Back of Driver	Hanwha XNV-C6083R	3			SBV-160BW	SBV-161WCW	
18	Driver Camera, Primary Booth 4	Hanwha QNV-6023R	7					
19	Driver Camera, Primary Booth 3	Hanwha QNV-6023R	7					
20	Lane 2 Back of Driver	Hanwha XNV-C6083R	3			SBV-160BW	SBV-161WCW	
21	Lane 1 Back of Driver	Hanwha XNV-C6083R	3			SBV-160BW	SBV-161WCW	
22	Driver Camera, Primary Booth 2	Hanwha QNV-6023R	7					
23	Foot Traffic Incoming	Hanwha XNV-C6083R	5	SBP-300WMW1	SBP-167HMW	SBP-300BW		
24	Driver Camera, Primary Booth 1	Hanwha QNV-6023R	7					



25	Foot Traffic Primary	Hanwha XND-C8083RV	7					
26	Forward Primary Canopy, Lane 3	Hanwha QNP-6320HS	4	SBP-156CMW				
27	Rear Primary Canopy, Lane 3	Hanwha XNV-C8083R	7					
28	Froward Primary Canopy, Lane 7	Hanwha XNV-C8083R	7					
29	Rear Primary Canopy, Lane 7	Hanwha QNP-6320HS	4	SBP-156CMW				
30	Primary Exit Quad PTZ	Hanwha PNM-9322VQP and SLA-2M2800P	10	SBP-300WMW		SBP-300PMW1		
31	Main Entrance	Hanwha XNV-C8083R	7					
32	Main Entrance - Door	Hanwha XNV-C8083R	7					
33	Turn Back Lane Quad PTZ	Hanwha PNM-9322VQP and SLA-2M2800P	2	SBP-3920WMW2		SBP-300PMW1		SBP-300KMW1
34	Traffic South PTZ	Hanwha XNP-6400R	5	SBP-156WMW	SBP-156HMW		SPB-PTZ85W	
35	Secondary Lane 1 Rear	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
36	Secondary Booth Area	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
37	Secondary Lane 1 Front	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
38	Oversize Lane 1-2	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
39	Secondary Lane 4 Rear	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
40	Secondary Lane 3 Front	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
41	Secondary Lane 4 Front	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
42	Oversize Lane 3-4	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
43	Secondary Lane 7 Rear	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
44	Secondary Lane 6 Front	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
45	Secondary Lane 7 Front	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
46	Oversize Lane 5-6	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
47	Secondary Lane 10 Rear	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
48	Secondary Lane 9 Front	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
49	Secondary Lane 10 Front	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
50	Oversize Lane 7-8	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
51	Secondary Lane 13 Rear	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
52	Secondary Lane 12 Front	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW






53	Secondary Lane 13 Front	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
54	Secondary Lane 15 Front	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
55	Visitor Parking Entrance Quad	Hanwha PNM-9322VQP and SLA-2M2800P	10	SBP-300WMW		SBP-300PMW1		
56	Secondary Overview	Hanwha XNV-C8083R	10	SBP-300WMW	SBP-167HMW	SBP-300PMW1	SPB-VAN88W	SBP-300BW
57	North Bound Traffic PTZ	Hanwha XNP-6400R	10	SBP-156WMW	SBP-156HMW	SBP-1005	SPB-PTZ85W	
58	Visitor/Staff Parking	Hanwha XNV-C8083R	5	SBP-300WMW1	SBP-167HMW	SBP-300BW		
59	Tertiary Garage South	Hanwha XND-C8083RV	7					
60	Tertiary Garage North	Hanwha XND-C8083RV	7					
61	Tertiary Garage X-Ray	Hanwha XND-C8083RV	7					
62	Tertiary Garage DSEA	Hanwha XND-C8083RV	7					
63	BGIS Camera	Hanwha XNV-C8083R	7					
64	Main Entrance Inside	Hanwha XND-C8083RV	7					
65	Main Foyer NE	Hanwha XND-C8083RV	7					
66	Main Foyer NW	Hanwha XND-C8083RV	7					
67	Main Foyer SW	Hanwha XND-C8083RV	7					
68	Main Foyer SE	Hanwha XND-C8083RV	7					
69	Counter A 1	Hanwha XND-C8083RV	7					
70	Counter A 2	Hanwha XND-C8083RV	7					
71	Counter A 3	Hanwha XND-C8083RV	7					
72	Counter A 4	Hanwha XND-C8083RV	7					
73	Cash Office	Hanwha XND-C8083RV	7					
74	Interview Room 1	Hanwha XND-C8083RV	7					
75	Interview Room 2	Hanwha XND-C8083RV	7					
76	Dasco Room 1	Hanwha XND-C8083RV	7					
77	Dasco Room 2	Hanwha XND-C8083RV	7					
78	Interview Room 3	Hanwha XND-C8083RV	7					
79	Interview Room 4	Hanwha XND-C8083RV	7					
80	Counter B 4	Hanwha XND-C8083RV	7					
81	Counter B 3	Hanwha XND-C8083RV	7					
82	Counter B 2	Hanwha XND-C8083RV	7					
83	Counter B 1	Hanwha XND-C8083RV	7					
84	Fingerprint Room	Hanwha XND-C8083RV	7					
85	Monitor Room	Hanwha XND-C8083RV	7					
86	Interview Room 5	Hanwha XND-C8083RV	7					
87	Bond/Storage	Hanwha XND-C8083RV	7					
88	Detention Hallway South End	Hanwha XND-C8083RV	7					
89	Cell 1	Bosch Flexidome IP corner 9000P	6					






90	Cell 2	Bosch Flexidome IP corner 9000P	6					
91	Cell 3	Bosch Flexidome IP corner 9000P	6					
92	Cell 4	Bosch Flexidome IP corner 9000P	6					
93	Eyewash Station/Detention Exit, Dual	Hanwha PNM-7082RVD	7					
94	Detention Hallway North End	Hanwha XND-C8083RV	7					
95	Stairwell Upper Level	Hanwha XND-C8083RV	7					
96	Stairwell Lower Level	Hanwha XND-C8083RV	7					
97	Elevator Lower Level	Hanwha XND-C8083RV	7					
98	Bond Room Entrance Lower Level	Hanwha XND-C8083RV	7					
99	Bond Room 1	Hanwha XND-C8083RV	7					
100	Bond Room 2	Hanwha XND-C8083RV	7					
101	Parking Overview	Hanwha XND-C8083RV	7					
102	IT Entrance	Hanwha XND-C8083RV	7					
103	CCTV/Telecom Entrance	Hanwha XND-C8083RV	7					
104	Inside of Parking Gate	Hanwha XND-C8083RV	7					
105	Parking Gate/Ramp, dual	Hanwha PNM-7082RVD	7					
106	Reception Upper Level	Hanwha XND-C8083RV	7					
107	Parking Lot Quad with PTZ	Hanwha PNM-9322VQP and SLA-2M2800P	10	SBP-300WMW		SBP-300PMW1		

4.2 Mount Examples

Type #	Mount Type	Example
Type 2	Corner Mount & Corner Mount with Junction Box	
Type 3	Bollard Mount	
Type 4	Ceiling Mount Telescopic	



Type 5	Wall Mount		
Type 6	Detention Cell Mount		
Type 7	Surface Mount		
Type 10	Pole Mount		



Annexe 1 to Annex A – Cabling Standards

1. Location and size of conduits

- 1.1 Given that the CCTV cameras transmit Protected B data over a network or coaxial cable, dedicated conduits for the exposed CCTV cables and equipment must be provided in accordance with applicable electrical standards in addition to Shared Services Canada's data protection requirements. The size of the CCTV conduits depends on the cables to be run through them, which depends on the selected camera groupings.

2. Connectivity / Type of cabling

- 2.1 With the exception of exterior CCTV cabling (rated for operating temperatures from -40° to +70°C), all CCTV cabling must be orange in color.
- 2.2 The cabling installed must meet all applicable fire and building codes, including the use of plenum rated cabling where required by the building code.
- 2.3 All cables installed outdoors must be outdoor rated cables with operating temperature range from -40° to +70°C.

3. Network connection from IP cameras to Edge Switch

- 3.1 Connectivity from IP cameras to Edge Switch requires Copper Cat6 at minimum, if the distance is less than 80m.
- 3.2 The camera must be powered by the edge switches through "Power over Ethernet" (PoE).
- 3.3 If the distance from the camera and its closest switch is more than 80m, a closer Satellite Room (indoor case) or junction box (outdoor case) from the camera must be created in order to host a UPS backed up Edge Switch that connects the camera appropriately with Copper Cat6.
- 3.4 This new satellite room or junction box must be connected directly to the Server/Recording Room.

4. Network connection from Server Room to Satellite Room

- 4.1 Unless otherwise specified, the network link from the Server Room and a Satellite Room (the junction box in some cases) requires a 6 fibers cable Multimode OM4 type at minimum.

5. Relay / Satellite Rooms

- 5.1 If the length of the standard network cables exceeds the critical distance of 80m and depending on the criteria of Shared Services Canada, a relay / satellite room will be required. This relay / satellite room must have a "Switch" function, to enable the connection of all cameras within a radius of less than 80m and interconnect via fibre-optic to the server room. The relay / satellite room must be properly electrically powered and backed up by a UPS.



Annex 2 to Annex A– Label and Cable Management

1. Label Format

- 1.1 Labels must be created using an automatic labeller and must not exceed 19mm (3/4”) width.
- 1.2 Handwritten labels are not accepted.

2. Cable Labelling

- 2.1 There are two (2) specific components that require labelling:

2.1.1 *Camera end and patch panel:* Label must be placed on the front side of the patch panel.

Identifier	
C.01	Indicates camera 01

2.1.2 *Data jacks:* Label must be placed on the front of the data jack using the following terminology:

Identifier	
T154	Indicates the LAN room number where the CCTV server resides.
05	Indicates port number on the associated patch panel/switch.
C.01	Indicates camera 01 (as per drawing)
WS.01	Indicates workstation 01
Examples	T154.05.C.01 = Camera #1 T154.05.WS.01 = Workstation #1

3. Camera and Monitor Labelling

- 3.1 Cameras and monitors must be labelled on their exterior housing with only their equipment identifier. Camera IP addresses must not be included in the label. Ex: C-01 or MN-01-32.

4. Cable Management

- 4.1 At the server, patch panel, and workstation ends, the Contractor must group all CCTV cabling with Velcro ties.
- 4.2 Cables must be grouped together in a fashion that allow for easy access for troubleshooting and occupy little physical space. Zip ties and twist ties are not permitted.
- 4.3 CCTV cable bundles must be attached to an approved support structure every 1220mm with Velcro straps or Velcro harnesses.
- 4.4 Plastic tie-raps, “C” clamps, and “D” rings are not permitted for use with horizontal cabling.
- 4.5 In locations where the cabling is not in conduit, it must be installed in the same manner as conduit systems i.e., straight lines, parallel to walls etc. The cables must be bundled together with Velcro straps every 610mm.



ANNEX B- BASIS OF PAYMENT

	Requirement	Description	Total Price
1.	Camera Accessories	Total cost for all required equipment, not provided by the CBSA, needed to complete the work detailed in Annex A.	\$
2.	Incidentals	Total cost for all required incidentals needed to complete the work detailed in Annex A.	\$
3.	Labour	Total cost for the complete installation of the CCTV system as detailed in Annex A.	\$
Sub-total			\$
Taxes			\$
Total			\$



ANNEX C- SECURITY REQUIREMENTS CHECK LIST

(Will be provided at contract award)