



**RETURN BIDS TO:**

**RETOURNER LES  
SOUSSIONS À :**

NRC.BidReceiving-  
ReceptiondesSoumissions.CNRC@nrc-cnrc.gc.ca

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITIONS**

**Proposal To:** National Research Council Canada

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

**Proposition au :** Conseil national de recherches Canada

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

**Instructions :** See Herein

**Instructions:** Voir aux présentes  
**Comments - Commentaires**

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

**Issuing Office – Bureau de distribution  
National Research Council Canada  
Conseil national de recherches Canada**

<b>Title – Sujet</b> Automatic Programmable Polisher (PAP)	
<b>Solicitation No. – N° de l'invitation</b> 23-58045	<b>Date</b> September 11, 2023
<b>Solicitation Closes – L'invitation prend fin</b>  <b>at – à 02 :00 PM</b> <b>on – le September 26, 2023</b>	<b>Time Zone Fuseau horaire</b>  EDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Inquiries to : - Adresser toutes questions à:</b>  Kacendra Dion	
<b>Email address – l'adresse courriel :</b>  Kacendra.Dion@cnrc-nrc.gc.ca	
<b>Destination – of Goods, Services, and Construction:</b> <b>Destination – des biens, services et construction :</b>	
National Research Council Canada Saguenay site, via Newton – Door 6  501 Boul. de l'Université Est Saguenay, Québec G7H 8C3	

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



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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

1. Before award of a contract, the following conditions must be met:
  - (a) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;

### **1.2 Statement of Requirement**

To provide an Automatic Programmable Polisher (PAP) in accordance with the detailed Statement of Requirement attached as Annex "A".

### **1.3 Debriefings**

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

## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

You are invited to submit one electronic Technical Proposal and one electronic Financial Proposal in two separate attachments to fulfil the following requirement forming part of this Request for Proposal. One attachment must be clearly marked 'Technical Proposal' and the other attachment must be marked 'Financial Proposal'. All financial information must be fully contained in the Financial Proposal, and only in the Financial Proposal. Vendors who provide financial information in the technical proposal will be disqualified. All proposals should include the front page of this RFP duly completed.

2010A (2022-12-01), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

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.

Proposals submitted must be valid for not less than sixty (60) calendar days from the closing date of the RFP.

#### **2.1.1 It is the Bidder's responsibility to:**

- (a) return a signed copy of the bid solicitation, duly completed, IN THE FORMAT REQUESTED;
- (b) direct its bid ONLY to the Bid Receiving address specified;
- (c) ensure that the Bidder's name, the bid solicitation reference number, and bid solicitation closing date and time are clearly visible;
- (d) provide a comprehensive and sufficiently detailed bid, including all requested pricing details, that will permit a complete evaluation in accordance with the criteria set out in the bid solicitation.



Timely and correct delivery of bids to the specified bid delivery address is the sole responsibility of the Bidder. The National Research Council Canada (NRC) will not assume or have transferred to it those responsibilities. All risks and consequences of incorrect delivery of bids are the responsibility of the Bidder.

- 2.1.2 Bids may be accepted in whole or in part. The lowest or any bid will not necessarily be accepted. In the case of error in the extension of prices, the unit price will govern. NRC may enter into contract without negotiation.
- 2.1.3 Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the terms and conditions of the resulting contract.
- 2.1.4 Bids will remain open for acceptance for a period of not less than sixty (60) days from the closing date of the bid solicitation, unless otherwise indicated by NRC in such bid solicitation.
- 2.1.5 While NRC may enter into contract without negotiation, Canada reserves the right to negotiate with bidders on any procurement.
- 2.1.6 Notwithstanding the bid validity period stipulated in this solicitation, Canada reserves the right to seek an extension from all responsive bidders, within a minimum of three (3) days prior to the end of such period. Bidders shall have the option to either accept or reject the extension.
- 2.1.7 If the extension referred to above is accepted, in writing, by all those who submitted responsive bids, then Canada shall continue immediately with the evaluation of the bids and its approval processes.
- 2.1.8 If the extension referred to above is not accepted, in writing, by all those who submitted responsive bids then Canada shall, at its sole discretion: either continue to evaluate the responsive bids of those who have accepted the extension and seek the necessary approvals; or cancel the solicitation; or cancel and reissue the solicitation.

## 2.2 Late Bids

All risks and consequences of incorrect delivery of electronic bids are the responsibility of the Bidder. The National Research Council Canada will not be responsible for late bids received at destination after the closing date and time, even if it was submitted before. Electronic bids received after the indicated closing time based on NRC servers' received time will be irrevocably rejected. Bidders are urged to send their proposal in sufficient time, in advance of the closing time to reduce any technical issues. The National Research Council Canada will not be held responsible for bids sent before closing time but received by the NRC servers after the closing time.

## 2.3 Submission of Bids

Technical and Financial Proposals must be **received electronically** no later than 14:00 EDT (NRC's Server Time), **Solicitation Closing Date shown on front page**, to the following NRC email address:

[NRC.BidReceiving-ReceptiondesSoumissions.CNRC@nrc-cnrc.gc.ca](mailto:NRC.BidReceiving-ReceptiondesSoumissions.CNRC@nrc-cnrc.gc.ca)

The NRC has restrictions on incoming e-mail messages. **The maximum e-mail message size including all file attachments must not exceed 10MB.** Zip files or links to bid documents will not be accepted. Incoming e-mail messages exceeding the maximum file size and/or containing zip file attachments will be blocked from entering the NRC e-mail system. A bid transmitted by e-mail that gets blocked by the NRC e-mail system will be considered not received.



Proposals must not be sent directly to the Contracting Authority or the Project Authority.

All submitted proposals become the property NRC.

## **2.4 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than 5 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Contracting Authority, Procurement Services  
National Research Council Canada  
Kacendra Dion - Kacendra.Dion@cnrc-nrc.gc.ca

### **For open public tender**

To ensure the equality of information among Bidders, responses to general enquiries will be made available to all bidders unless such publications would reveal proprietary information. The bidder who initiates the question will not be identified. Technical questions that are considered proprietary by the bidder must be clearly identified. NRC will respond individually to the bidder if it considers the questions proprietary. If NRC does not consider the question proprietary, the bidder submitting it will be allowed to withdraw the question, or have the question and answer made available through the Open Bidding System (OBS) to all bidders.

Bidders who attempt to obtain information regarding any aspect of this RFP during the solicitation period through any NRC contacts other than the Contracting Authority identified herein, may be disqualified (for that reason alone).

It is the responsibility of the Bidder to obtain clarification of the requirement contained herein, if necessary, prior to submitting its proposal. The Bidder must have written confirmation from the Contracting Authority for any changes, alterations, etc., concerning this RFP.

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 Applicable Laws**

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

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



## 2.6 Bid Challenge and Recourse Mechanisms

If you have any concerns relating to the procurement process, please refer to the [Recourse Mechanisms](#) page on the Buyandsell.gc.ca website. Please note that there are strict deadlines for filing complaints with the Canadian International Trade Tribunal (CITT) or the [Office of the Procurement Ombudsman \(OPO\)](#). Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/bid-follow-up/bid-challenge-and-recourse-mechanisms>

<https://opo-boa.gc.ca/plaintesurvol-complaintoverview-eng.html>

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

Canada requests that the Bidder submits its bid in separate attachment sections (when applicable) as follows:

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

There shall be no payment by the National Research Council for costs incurred in the preparation and submission of proposals in response to this request. No payment shall be made for costs incurred for clarification(s) and/or demonstration(s) that may be required by NRC. The National Research Council reserves the right to reject any or all proposals submitted, or to accept any proposal in whole or in part without negotiation. A contract will not necessarily be issued as a result of this competition. NRC reserves the right to amend, cancel or reissue this requirement at any time.

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>). To assist Canada in reaching its objectives, bidders should:

- 1) Include all environmental certification(s) relevant to your organization (e.g., ISO 14001, Leadership in Energy and Environmental Design (LEED), Carbon Disclosure Project, etc.)
- 2) Include all environmental certification(s) or Environmental Product Declaration(s) (EPD) specific to your product/service (e.g., Forest Stewardship Council (FSC), ENERGYSTAR, etc.)

Canada is committed to greening its supply chain. Environmentally preferable goods and services are those that have a lesser or reduced impact on the environment over the life cycle of the good or service, when compared with competing goods or services serving the same purpose. Environmental performance considerations include, among other things: the reduction of greenhouse gas emissions and air contaminants; improved energy and water efficiency; reduced waste and support reuse and recycling; the use of renewable resources; reduced hazardous waste; and reduced toxic and hazardous substances. In accordance with the [Policy on Green Procurement](#) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>), for this solicitation:

- Bidders are encouraged to offer or suggest green solutions whenever possible.



- Bidders are requested to provide all correspondence including (but not limited to) documents, reports and invoices in electronic format unless otherwise specified by the Contracting Authority or Project Authority, thereby reducing printed material.
- Bidders should recycle (shred) unneeded copies of non-classified/secure documents (taking into consideration the Security Requirements).
- Product components used in performing the services should be recyclable and/or reusable, whenever possible.
- Bidders are encouraged to offer goods and/or services certified to a reputable eco-label.
- Bidders should use equipment that has high energy efficiency or produces low air emissions.
- Bidders are encouraged to offer environmentally preferred products which supports a sustainable environment for nature and wildlife.
- Bidders are encouraged to offer environmentally preferred products which ensure the comfort and air quality of building occupants.

Bidders are encouraged to consult the following websites:

<https://www.tpsgc-pwgsc.gc.ca/app-acq/ae-gp/index-eng.html>

<https://www.tpsgc-pwgsc.gc.ca/app-acq/ae-gp/rle-qlr-eng.html>

## **Section I: Technical Bid**

In their technical bid, Bidders must explain and demonstrate how they meet the Mandatory Technical requirements at Annex B.

### **Data Validation Test Request**

Canada may, in its discretion, request a Data Validation Test or additional information to verify that the technical bid package fully complies with the Statement of Requirement as described in Annex A and Mandatory requirements in Annex B. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive

Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada

## **Section II: Financial Bid**

Bidders must submit their financial bid in accordance with Annex C Basis of Payment.

## **Section III: Certifications and Additional Information**

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

### **3.1.1 Electronic Payment of Invoices – Bid**

Payments from the National Research Council Canada (NRC) are made by electronic payment. Direct deposit payments will be made in Canadian dollars and can only be deposited into Canadian bank accounts.

Only bank accounts outside of Canada are eligible to enroll as a Wire transfer payment method.



### **3.1.2 Exchange Rate Fluctuation**

Bids will be evaluated in Canadian currency, therefore, for evaluation purposes, the exchange rate quoted by the Bank of Canada as being in effect on date of bid closing, shall be applied as the conversion factor for foreign currency. Prices quoted shall not be subject to, or conditional upon, fluctuations in commercial or other interest rates during either the evaluation or contract period.

### **Section III: Certifications**

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

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including Mandatory technical Evaluation Criteria and Financial Evaluation.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### **4.1.1 Mandatory Technical Evaluation**

Bids will be assessed in accordance with the Annex B Mandatory Technical Evaluation Criteria. Failure to meet any of the mandatory criteria will render the bid non-responsive and it will be given no further consideration.

#### **4.1.2 Financial Evaluation**

The cost proposal must be a fixed price quotation and Delivered At Place, excluding taxes. The fixed price must include all the materials and services required to fulfil all aspects of the Statement of Requirement. Bidders should identify the currency on which the cost proposal is based.

### **4.2 Basis of Selection**

#### **Lowest evaluated price**

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.





## **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.

In addition to all other information required in the procurement process, the Bidder must provide the following:

- Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder or, in the case of a private company, the owners of the company.
- Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).



<b>SURNAME</b>	<b>GIVEN NAME(S)</b>	<b>TITLE</b>

## **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**

**6.1.1** The following security requirements (SRCL and related clauses) as described in Annex "D" apply and form part of the Contract.

### **6.2 Statement of Requirement**

The Contractor must provide an Automatic Programmable Polisher (PAP) in accordance with the Requirement at Annex "A" and the Contractor's technical bid entitled \_\_\_\_\_, dated \_\_\_\_\_.

### **6.3 General Conditions**

2010A (2022-12-01), General Conditions - Goods (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 date of Contract to 10 weeks after the contract is awarded.

#### **6.4.2 Delivery Date**

All the deliverables must be received 10 weeks after the contract is awarded.

#### **6.4.3 Delivery Points**

Delivery of the requirement will be made to delivery point specified at Annex A of the Contract.

#### **6.4.4 Shipping Terms and Instructions - Delivered At Place**

Goods must be consigned and delivered to the destination specified in the Contract:

Incoterms® 2020 "DAP Delivered At Place"

NRC Saguenay site  
501 De l'Université Est Blvd (Gate 6, off Newton St.)  
Saguenay (Chicoutimi District)



Quebec G7H 8C3  
Canada

NRC Customs contacts for any Customs and Transportation Logistics enquiries:

- Daniel Frampton: (613) 993-9113 / [daniel.frampton@nrc-cnrc.gc.ca](mailto:daniel.frampton@nrc-cnrc.gc.ca)
- Christian Latreille: (613) 993-2259 / [christian.latreille@nrc-cnrc.gc.ca](mailto:christian.latreille@nrc-cnrc.gc.ca)

As part of NRC's commitment to Greening Government Operations, the Contractor is encouraged to minimize, include recycled content, re-use, or reduce/eliminate toxics in packaging, when possible.

#### **6.4.5 Packaging**

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

### **6.5 Authorities**

#### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Kacendra Dion  
Title: Senior Contracting Officer  
National Research Council Canada

Telephone: (438) 324-8125  
E-mail address: [Kacendra.Dion@nrc-cnrc.gc.ca](mailto:Kacendra.Dion@nrc-cnrc.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 Technical Authority**

The Technical Authority for the Contract is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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



### 6.5.3 Contractor's Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

## 6.6 Payment

### 6.6.1 Basis of Payment

The Contractor will be paid for costs reasonably and properly incurred in the performance of the work under this Contract in accordance with the following:

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 contract for a cost of \$ \_\_\_\_\_. Customs duties are excluded and Applicable Taxes are extra.

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

### 6.6.2 Limitation of Expenditure

Unless otherwise authorized in writing by the National Research Council of Canada (NRC), NRC's financial liability to the Contractor under this Contract shall not exceed \$ \_\_\_\_\_. Customs duties are excluded and Applicable Taxes are extra. The Contractor must not perform any work that would cause the total liability of NRC to exceed this limitation unless authorized in writing by the Contracting Authority through a contract amendment. All work shall be done to the full satisfaction of the Technical Authority named herein before any payment shall become due to the Contractor.

### 6.6.3 Method of Payment

#### SACC Manual clause **H1000C** ( 2008-05-12), 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.

### 6.6.4 Electronic Payment of Invoices – Contract

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

- a. Direct Deposit (Domestic Only);
- b. Wire Transfer (International Only);



## 6.7 Inspection and Acceptance

The Technical Authority is the Inspection Authority. All reports, deliverable items, documents, good 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 Statement of Requirement and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

## 6.8 Invoicing Instructions

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

Invoices **must** be sent to: [nrc.invoice-facture.cnrc@nrc-cnrc.gc.ca](mailto:nrc.invoice-facture.cnrc@nrc-cnrc.gc.ca)

**PLEASE QUOTE CONTRACT NO. [to be inserted at contract award] ON ALL DOCUMENTATION AND INVOICES.**

## 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 Ontario.

## 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 2010A (2022-12-01), - Goods (Medium Complexity), apply to and form part of the Contract \_\_\_\_\_;
- (c) ANNEX A, Statement of Requirement;
- (d) ANNEX D, Security Requirements Check List;
- (e) the Contractor's bid dated \_\_\_\_\_

## 6.12 SACC Manual Clauses

**SACC Manual clause B1501C** (2018-06-21) Electrical equipment

**SACC Manual clause G1005C** (2016-01-28) Insurance – No Specific Requirements



### **6.13 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 Office of the Procurement Ombudsman (OPO) to request dispute resolution/mediation services. OPO may be contacted by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), by telephone at 1-866-734-5169, or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca). For more information on OPO's services, please see the [Procurement Ombudsman Regulations](#) or visit the [OPO website](#).

### **6.14 Government Smoking Policy**

Where the performance of the work requires the presence of the Contractor's personnel on government premises, the Contractor shall ensure that its personnel shall comply with the policy of the Government of Canada which prohibits smoking on any government premises.

### **6.15 Access to Government Facilities/Equipment**

Access to the facilities and equipment necessary to the performance of the work shall be provided through arrangements to be made by the Technical Authority named herein. There will be however, no day-to-day supervision of the Contractor's activities, nor control of the Contractor's hours of work by the Technical Authority.

The Contractor undertakes and agrees to comply with all Standing Orders and Regulations in force on the site where the work is to be performed, relating to the safety of persons on the site or the protection of property against loss or damage from any and all causes including fires.

## APPENDIX A

### REQUIREMENTS

#### 1. Objective

The National Research Council of Canada (NRC), Saguenay site, is seeking to acquire a programmable automatic polisher with an integrated and programmable automatic dispenser.

The NRC's work in the field of advanced metallographic analysis, aluminum processing, as well as surface and corrosion technologies requires precise and reproducible metallographic preparation of various multi-layered materials and high-value parts.

The scope of work includes supply, delivery, installation, documentation and training.

#### 2. Constraints

2.1 The programmable automatic polisher must be CSA certified.

2.2 The programmable automatic polisher must meet the following specifications:

2.1.1. Maximum dimensions of 75 x 75 x 60 cm (L x W x H);

2.1.2. A maximum weight of 220 lbs;

2.1.3. Have a three phase, 208 V power supply.

#### 3. Mandatory technical specifications

3.1 The programmable automatic polisher with an integrated automatic dispenser must include the following elements:

3.1.1 An integrated water system for pre-polishing steps (external water inlet / outlet);

3.1.2 A programmable automatic dispenser of at least six (6) bottles, with minimum volume of 500 mL each;

3.1.3 Two (2) polishing modes:

3.1.3.1 Sample holder mode;

3.1.3.2 Six (6) pistons in individual sample mode.

3.2 The programmable automatic polisher with must be equipped with a central double column motorized head with:

3.2.1 A force between 30 and 400 Newton in the sample holder mode;

3.2.2 A force between 5 and 65 Newton for the six (6) pistons in the individual sample mode;

3.2.3 A power of at least 160 W;

3.2.4 A variable speed ranging between 50 and 150 rpm;

3.2.5 A clockwise and counterclockwise rotation.

- 3.3 The programmable automatic polisher must be equipped with a motorized plate including:
- 3.3.1 A 300 mm diameter magnetic plate;
  - 3.3.2 A water-cooling system under the platform.
- 3.4 The motor power of the platform must be at least 750 W with:
- 3.4.1 A variable speed ranging between 50 and 500 rpm;
  - 3.4.2 A counterclockwise rotation.
- 3.5 The polisher must be fitted with an integrated material removal sensor allowing material removal between 50 µm and 4 mm.
- 3.6 The programmable automatic polisher must be provided with a control screen including the display and the recordings of at least 30 polishing methods.
- 3.7 The programmable automatic polisher must be fitted with an integrated dosing module with:
- 3.7.1 An adjustable positioning in one axis (X or Y);
  - 3.7.2 A management of a minimum of six (6) bottles:
    - One (1) lubricant;
    - Four (4) diamond suspensions;
    - One (1) colloidal silica.
  - 3.7.3 An automatic rinsing capability of the plate in the final polishing phase with the OPS dispenser (colloidal silica);
  - 3.7.4 An automatic cleaning capability of the tubes linked to each of the bottles.
- 3.8 The programmable automatic polisher must be fitted with a built-in guard or a protective cover isolating the polishing area from the user for health and safety reasons.
- 3.9 The programmable automatic polisher must be equipped with an emergency button that is located on the front of the unit or that is easily accessible.
- 3.10 The programmable automatic polisher must have the following accessories:
- 3.10.1 One (1) aluminum sample holder for polishing 6 samples of 25 mm diameter in sample holder mode;
  - 3.10.2 One (1) aluminum sample holder for polishing 6 samples of 30 mm diameter in sample holder mode
  - 3.10.3 One (1) aluminum sample holder for polishing in individual sample mode 6 samples of 40 mm in diameter;
  - 3.10.4 One (1) aluminum sample holder for polishing in sample holder mode 3 rectangular samples of 35 mm x 70 mm;
  - 3.10.5 A magnetic disc with a diameter of 300 mm;
  - 3.10.6 Four (4) fixing pins for sample holder;
  - 3.10.7 One (1) support for a minimum of (6) bottles.
  - 3.10.8 One (1) sample levelling system.



#### **4. Deliverables**

The following documentation (paper and digital versions) must be provided in English at the time of delivery. A French version (paper and digital) must be provided, if available, in paper and electronic format.

4.1 User manual including risks and Health and Safety instructions.

4.2 Service and maintenance manuals including:

- Component lists for troubleshooting;
- The electrical schematics.

## 5. Delivery – Installation – Training – Maintenance

Item	Item description	Delivery deadline
1	One (1) programmable automatic polisher that meets the technical specifications established in section 3 of this appendix.	The programmable automatic polisher must be delivered no later than 10 weeks after the contract is awarded.
2	Installation and commissioning. Read sections 5.1 to 5.4.	The device must be installed within thirty (30) business days of the date confirmed by NRC Saguenay.
3	Provide sixteen (8) hours of training on the use of the equipment. See section 5.5 of this appendix.	Training must take place at the site where programmable automatic polisher is installed.
4	Operating documentation must be provided. See section 4.1 of this appendix.	The documentation must accompany the equipment upon delivery.

5.1. The programmable automatic polisher must be delivered to the following address:

NRC Saguenay site  
 501 De l'Université Est Blvd (Gate 6, via Newton St.)  
 Saguenay (Chicoutimi District)  
 Quebec G7H 8C3  
 Canada

5.2. During delivery

Equipment unloading and transporting: The customer (NRC-Saguenay) will be responsible for unloading the equipment without opening its box. After completion of its installation by the supplier, NRC will be responsible for shipping equipment disposition.

5.3. For installation

5.3.1. The Supplier must indicate in its proposal all utilities required (water, air, electricity, etc.) as well as any special requirements and must provide any necessary connectors.

5.3.2. Water, air, electricity and building modifications will be provided and/or performed by the NRC.

#### 5.4. Training

After the equipment is installed, comprehensive training, in French or English, lasting 8 hours must be provided during working hours for at least three (3) users.

The training must cover the following:

- 5.4.1. Operation;
- 5.4.2. Programming and other functions;
- 5.4.3. Maintenance;
- 5.4.4. Labour, tooling, travel, including travel time, and living expenses must be included.

Training must take place at the site where programmable automatic polisher is installed.

#### 5.5. Maintenance/breakage

If the equipment breaks, the Supplier of the programmable automatic polisher must be able to send a technician to Saguenay within five (5) working days of the initial call.

**ANNEX B  
EVALUATION CRITERIA AND BASIS OF SELECTION**

**1. MANDATORY EVALUATION CRITERIA**

In their proposals, Bidders must demonstrate in writing that they meet the following mandatory criteria. Failure to meet any of the mandatory criteria will render the bid non-responsive and as a result will be given no further consideration. Links to web pages are not accepted and will be assessed a “NOT MET” rating.

	<b>CRITERIA</b>	<b>RATIONALE</b>  Please cross reference to specific pages in your proposal. <b>[Completed by Bidder]</b>	<b>ASSESSMENT</b>  MET/NOT MET <b>[Completed by NRC evaluator]</b>
M1	The programmable automatic polisher must have maximum dimensions of 75 x 75 x 60 cm (L x W x H) and a maximum weight of 220 lbs.		
M2	The programmable automatic polisher must not be a prototype. Documents accepted: Equipment number, market year or purchase order.		
M3	The programmable automatic polisher with an integrated automatic dispenser must include an integrated water system for pre-polishing steps.		
M4	The programmable automatic polisher with an integrated automatic dispenser must include a programmable automatic dispenser for at least six (6) bottles, with minimum volume of 500 mL each.		
M5	The programmable automatic polisher with an integrated automatic dispenser must include two (2) polishing modes: - Sample holder mode; - Six (6) pistons in individual sample mode.		
M6	The programmable automatic polisher must be equipped with a central double column motorized head with a force between 30 and 400 Newton in the sample holder mode.		
M7	The programmable automatic polisher must be equipped with a central double column motorized head with a force between 5 and 65 Newton for the six (6) pistons in the individual sample mode.		
M8	The programmable automatic polisher must be equipped with a central double column motorized head having at least a 160 W in power.		
M9	The programmable automatic polisher must be equipped with a central double column motorized head with a variable speed ranging between 50 and 150 rpm.		

**ANNEX B**  
**EVALUATION CRITERIA AND BASIS OF SELECTION**

M10	The programmable automatic polisher must be equipped with a motorized plate including a 300 mm diameter magnetic plate.		
M11	The programmable automatic polisher must be equipped with a motorized plate including a water-cooling system under the platform.		
M12	The platform motor power must be at least 750 W with a variable speed ranging between 50 and 500 rpm.		
M13	The polisher must be fitted with an integrated material removal sensor allowing material removal between 50 µm and 4 mm.		
M14	The programmable automatic polisher must be fitted with an integrated dosing module with plate automatic rinsing capability for the final polishing phase with the OPS dispenser (colloidal silica).		

**3. BASIS OF SELECTION**

**Lowest-priced responsive proposal**



**ANNEX C - BASIS OF PAYMENT**

In consideration of the Bidder satisfactorily completing all of its obligations under the Contract, the Bidder will be paid a firm unit price as specified below. Customs duties are excluded and Applicable Taxes are extra.

Goods must be consigned and delivered to the destination specified.  
Incoterms® 2020 “DAP Delivered At Place”

National Research Council Canada  
Saguenay site, via Newton – Door 6

501 Boul. de l'Université Est  
Saguenay, Québec  
G7H 8C3

Item	Description (A)	Unit of Measure (B)	Qty (C)	Firm Lot Price (D)	Extended Price (C x D = E) (E)
1	Automatic Programmable Polisher (PAP)  (to include all material, accessories delivery, installation and training as detailed in Annex A – Requirement)	Lot	1	\$ _____	\$ _____
Total Evaluated Price (Sum of Column E)					\$ _____

\_\_\_\_\_



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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		NRC		2. Branch or Directorate / Direction générale ou Direction		AST			
3. a) Subcontract Number / Numéro du contrat de sous-traitance Not available yet				3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant In procurement process					
4. Brief Description of Work / Brève description du travail Installation of a new equipment (Automated polishing machine) and employee training session. Installation will be done at NRC Saguenay site (QC) (SAG-01). the room will be L-210.									
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?						<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?						<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis									
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)						<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.						<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
6. c) Is this a commercial courier or delivery requirement with <b>no</b> overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale <b>sans</b> entreposage de nuit?						<input checked="" type="checkbox"/>	No Non	<input type="checkbox"/>	Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès									
Canada		<input checked="" type="checkbox"/>	NATO / OTAN		<input type="checkbox"/>	Foreign / Étranger		<input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion									
No release restrictions Aucune restriction relative à la diffusion		<input checked="" type="checkbox"/>	All NATO countries Tous les pays de l'OTAN		<input type="checkbox"/>	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"/>	
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"/>				



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

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

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?  No / Non  Yes / Oui  
Short Title(s) of material / Titre(s) abrégé(s) du matériel :  
Document Number / Numéro du document :

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

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

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

Special comments:  
Commentaires spéciaux : \_\_\_\_\_

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.  
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

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

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

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

**PRODUCTION**

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

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

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

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





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

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.  
 Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.  
 Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

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

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

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

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

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



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**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées) Richard Menini		Title - Titre Chef d'équipe	Signature <b>Menini, Richard</b> <small>Digitally signed by Menini, Richard DN: cn=Menini, Richard, c=CA, o=GC, ou=NRC-CNRC, email=richard.menini@canada.ca Date: 2023.08.25 08:42:57 -04'00'</small>
Telephone No. - N° de téléphone 418 550 0393	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel richard.menini@cnrc-nrc.gc.ca	Date 2023-08-25
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées) Marika Rioux		Title - Titre Analyst, Security in Contracting	Signature
Telephone No. - N° de téléphone 343-542-6839	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel marika.rioux@nrc-cnrc.gc.ca	Date
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input checked="" type="checkbox"/> No / Oui <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

**\*\*As per the Directive on Security Management, throughout the contract or arrangement, the project authority (signed above at section 13) must monitor the supplier, partner and departmental compliance of security requirements identified on this SRCL, and take corrective actions to address issues of non-compliance\*\***

**\*\*Conformément à la directive sur la gestion de la sécurité, tout au long du contrat ou de l'accord, le Chargé de projet (signé ci-dessus à la section 13) doit surveiller la conformité du fournisseur, du partenaire et du ministère aux exigences de sécurité énoncées sur la présente LVERS, et prendre des mesures correctives pour régler les problèmes de non-conformité.\*\***