

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
11 Laurier St./ 11, rue Laurier
Place du Portage, Phase III
Core 0A1 / Noyau 0A1
Gatineau, Québec K1A 0S5
FAX pour soumissions: (819) 997-9776

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

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.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

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 annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet MISC. MATERIALS & EQUIPMENT	
Solicitation No. - N° de l'invitation 30055-120002/A	Date 2013-04-02
Client Reference No. - N° de référence du client 46220-12-0065	
GETS Reference No. - N° de référence de SEAG PW-\$\$PR-759-62525	
File No. - N° de dossier pr759.30055-120002	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-05-13	
Time Zone Fuseau horaire Heure Avancée de l'Est HAE	
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Lafleur(PR Div.), Mario	Buyer Id - Id de l'acheteur pr759
Telephone No. - N° de téléphone (819) 956-1682 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: PUBLIC SAFETY & EMERGENCY PREPAREDNESS C'DA MATERIEL MANAGEMENT 1941 OGILVIE RD OTTAWA Ontario K1J1B7 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Clothing and Textiles Division / Division des vêtements et des textiles
11 Laurier St./ 11, rue Laurier
6B1, Place du Portage
Gatineau, Québec K1A 0S5

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

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PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with the requirement.

2. Requirement

The requirement is detailed at the Annex "A" & Annex "B".

3. Debriefings

After contract award, 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 of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

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>) 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 (2012-11-19) 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: sixty (60) days

Insert: ninety (90) days

1.1 SACC Manual Clauses

B1000T - Condition of Material 2007-11-30

B3000T - Equivalent Products 2006-06-16

2. Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

3. 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 questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

4. 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.

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (2 hard copies)
 Section II: Financial Bid (1 hard copy)
 Section III: Certifications (1 hard copy)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

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

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

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

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

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

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

Section I: Technical Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment and must submit firm unit pricing for all items. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable.

1.1 Exchange Rate Fluctuation

C3011T (2010-01-11), Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**1. Evaluation Procedures**

(a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.

(b) An evaluation team composed of representatives of Canada will evaluate the bids.

1.1 Technical Evaluation

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

1.2 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included.

2. 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.

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and related documentation to be awarded a contract. Canada will declare a bid non-responsive if the required certifications and related documentation are not completed and submitted as requested.

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications, to provide the related documentation or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

1. Mandatory Certifications Required Precedent to Contract Award

1.1 Code of Conduct and Certifications - Related documentation

- 1.1.1** By submitting a bid, the Bidder certifies, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting a bid, the Bidder certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Bidder, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any bid in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the certifications is found to be untrue, in any respect, by Canada. The Bidder and any of the Bidder's affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the period of any contract arising from this bid solicitation.

Bidders who are incorporated, including those bidding as a joint venture, must provide with their bid or promptly thereafter a complete list of names of all individuals who are currently directors of the Bidder. Bidders bidding as sole proprietorship, including those bidding as a joint venture, must provide the name of the owner with their bid or promptly thereafter. Bidders bidding as societies, firms, partnerships or associations of persons do not need to provide lists of names. If the required names 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 will render the bid non-responsive. Providing the required names is a mandatory requirement for contract award.

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms ([Consent to a Criminal Record Verification](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html) form- PWGSC-TPSGC 229) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>) for any or all individuals aforementioned within the time specified. Failure to provide such Consent Forms within the time period provided will result in the bid being declared non-responsive.

2. Additional Certifications Precedent to Contract Award

The certifications listed below should be completed and submitted with the bid, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

2.1 Federal Contractors Program - Certification

FEDERAL CONTRACTORS PROGRAM - \$200,000 OR MORE

1. The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to contract award. If the Bidder, or, if the Bidder is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the award of the Contract.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the *Government Contract Regulations*. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

2. If the Bidder does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, <http://www.servicecanada.gc.ca/cgi-bin/search/efrms/index.cgi?app=profile&form=lab1168&dept=sc&lang=e> to the Labour Branch of HRSDC.

3. The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture

- (a) () is not subject to the FCP, having a workforce of less than 100 full time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;
- (b) () is not subject to the FCP, being a regulated employer under the *Employment Equity Act*, S.C. 1995, c. 44;
- (c) () is subject to the requirements of the FCP, having a workforce of 100 or more full time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC, (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;
- (d) () is subject to the FCP, and has a valid certificate number as follows: _____ (e.g. has not been declared an ineligible contractor by HRSDC).

Further information on the FCP is available on the following HRSDC Website:

<http://www.hrsdc.gc.ca/en/labour/equality/fcp/index.shtml>

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with the requirement.

2. Requirement

The requirement is detailed at the Annex "A" and Annex "B".

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>) issued by Public Works and Government Services Canada.

3.1 General Conditions

2010A (2012-11-19), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

4. Term of Contract

4.1 Delivery Date

All the deliverables must be received within 10 weeks after approval of the pre-production samples by the Technical Authority..

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: **Mario Lafleur**

Title: Supply Officer

Public Works and Government Services Canada

Acquisitions Branch

Directorate: CCPD

Address: 11 rue Laurier, Place du Portage

Phase III. Gatineau, QC

K1A 0S5

Telephone: 819-956-1682 Facsimile: 819-956-5454

E-mail address: mario.lafleur@tpsgc-pwgsc.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.

5.2 Technical Authority

The Technical Authority for the Contract is:

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone : _____

Facsimile: _____

E-mail address: _____

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

5.3 Contractor's Representative

General Inquiries:

Name: _____ Telephone no: _____ Fax no: _____

Email: _____

Delivery/Follow-up:

Name: _____ Telephone no: _____ Fax no: _____

Email: _____

6. Payment

6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified in **Annex B** for a cost of \$ _____. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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.

6.2 SACC Manual Clause

C6000C (2011-05-16) Limitation of Price

H1000C (2008-05-12) Single Payment

C2000C (2007-11-30) Taxes - Foreign-based Contractor

7. Invoicing Instructions

1. 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.

2. Invoices must be distributed as follows:

(a) The original and a (1) copy must be forwarded to:

Public Safety & Emergency Preparedness Canada
Material Management
1941 Ogilvie Road
Ottawa, Ontario
Canada K1J 1B7

Attention: Louise Martin

(b) A (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

8. Certifications

8.1 Compliance

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

9. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. *(Insert the name of the province ss specified by the Bidder in its bid)*

10. 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) 2010A (2012-11-19) General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Prices & Quantities
- (e) the Contractor's bid dated _____ *(insert date of bid)*

11. SACC Manual Clauses

D9002C (2007-11-30) Incomplete Assemblies
 D2000C (2007-11-30) Marking
 D2001C (2007-11-30) Labelling
 D2025C (2008-12-12) Wood Packaging Materials
 D6010C (2007-11-30) Palettisation
 G1005C (2008-05-12) Insurance

12. Pre-Productoin Sample(s)

1. Within 15 calendar days of a written request from the Technical Authority, the Contractor must provide 4 pre-production samples (the word "Pre-production Sample" refers to a panel of 600mm by 600 mm with a tolerance of plus or minus 0.5mm and also includes the stringers and pedestal heads for these panels). Each of the 4 panels required to represent 1 of the required panel types specified. Submit duplicate samples of each type floor covering.
2. If the first samples are rejected, the Contractor must submit the second samples within 10 calendar days of notification of rejection from the Technical Authority.
3. The Contractor must carry out all required inspection and tests to verify conformance to the technical requirements of the Contract.
4. The Contractor must provide the samples to the Technical Authority, transportation charges prepaid, and without charge to Canada. The samples submitted by the Contractor will remain the property of Canada.

Solicitation No. - N° de l'invitation

30055-120002/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pr759

Client Ref. No. - N° de réf. du client

46220-12-0065

File No. - N° du dossier

pr75930055-120002

CCC No./N° CCC - FMS No/ N° VME

5. Rejection by the Technical Authority of the second sample(s) submitted by the Contractor for failing to meet the contract requirements, will be grounds for termination of the Contract for default.

13. Shipping Instructions - Delivery and Destination

Delivery Duty Paid (DDP), 1941 Ch, Ogilvie, Ottawa, Ontario K1J 1B7 Incoterms 2000 for shipments from a commercial contractor.

ANNEX "A"

REQUIREMENT

GENERAL INSTRUCTION (01 00 50)

1 GENERAL

1.1 PRODUCT DELIVERY SCHEDULE

- .1 All the deliverables must be received within 10 weeks after approval of the pre-production samples by the Technical Authority.

1.2 ODES AND STANDARDS

- .1 All products and materials to comply with National Building Code of Canada (NBC) and any other code of provincial or local application provided that in any case of conflict or discrepancy, the more stringent requirements shall apply.
- .2 Meet or exceed requirements of:
 - .1 contract documents,
 - .2 specified standards, codes and referenced documents.

1.3 WARRANTIES

- .1 Before completion of work, the contractor must provide all manufacturer's documents applicable to the warranties, to the Technical Authority.

1.4 DOCUMENT SECURITY

- .1 Document security applies to all drawings, specifications and addenda relating to this project. Documents may only be viewed on site.
- .2 All references to the project shall use only the project number.
- .3 Materials supplied on this project shall not be used for any advertising or promotional purposes without prior written authorization of the Technical Authority.
- .4 Breaches of the conditions respecting document security will represent non-compliance of the contract and may lead to termination of the contract.

1.5 PHYSICAL SECURITY

- .1 Security regulations will be strictly enforced on this project. All persons requiring access to the site shall comply with the security regulations established under this contract. The contractor shall be responsible for notifying and ensuring all personnel adhere to these regulations.

ANNEX "A"

- .2 The contractor and all subcontractors are required to submit to the Technical Authority a complete list of employees involved in the work. Lists are to detail employee name, address and place of birth, telephone number and trade. The contractor and sub-contractors shall complete and return release forms provided by the Technical Authority
- .3 All items carried into and out of the project site may be subject to physical inspection. The physical inspection will be conducted by the building security staff.
- .4 Access to the area of work will be controlled through a location on site to be later designated by the Technical Authority.
- .5 Any short-term or temporary labour or trades which the Contractor may wish to employ on this project are subject to the requirements of this Section.
- .6 Restricted Equipment:
 - 1 The following items shall not be brought onto the project site without prior written authorization of the Technical Authority:
 - a) firearms and ammunition
 - b) explosives and incendiary devices
 - .2 The following items shall not be brought onto the project site unless authorized by the Technical Authority and registered at a location on site to be later designated by the Technical Authority:
 - a) cameras or photographic equipment
 - b) unprocessed film
 - c) no processed film, including movie film
 - d) video or other recording equipment
 - e) cellular telephones or pagers
- .7 Vehicles entering or leaving the site may be subject to inspection by the security staff.
- .8 Parking for employees of the Contractor and/or Sub-Contractors is not available on the grounds. Make arrangements for parking off-site.
- .9 The contractor is required to provide a minimum of two (2) working days notification to the Technical Authority when equipment manufactured in a foreign country is to be delivered to the site.
- .10 Photography of the building shall not be permitted unless authorized in advance by the Technical Authority.
- .11 The Technical Authority reserves the right to exclude or remove from the site any employee or agent of the contractor or subcontractors who fail to comply with these Physical Security Conditions.
- .12 Employees of Contractors and Sub-Contractors will be subject to the security clearance process judged necessary by the Technical Authority.

ANNEX "A"

1.6 CONTRACT DOCUMENTS

- .1 It is the Contractor's responsibility to bring to the attention of the Technical Authority and to the Contracting Authority any discrepancies and to ask for clarification before proceeding with the work.
-

PRODUCT DATA SHEETS AND SAMPLES (01 34 00)

1.1 GENERAL

- .1 This section specifies general requirements and procedures for contractors submissions of product data sheets and Pre-Production Samples to the Technical Authority for review. Additional specific requirements for submissions are specified in individual sections.
- .2 Do not proceed with manufacture of products until relevant submissions are reviewed by the Technical Authority and released for production.
- .3 Present product data, samples in SI Metric units.
- .4 Contractor's responsibility for errors and omissions in submission is not relieved by the Technical Authority's review of submissions.
- .5 Notify the Technical Authority in writing at time of submission, identifying deviations from requirements of Contract Documents stating reasons for deviations.
- .6 Submit product data in English.
- .7 Submit all Product Data Sheets and Products Specification within 10 working days of contract award.

1.2 DOCUMENTS SUBMISSION REQUIREMENTS

- .1 Coordinate each documents submission with requirements of work and Contract Documents. Individual submissions will not be reviewed until all related information is available.
- .2 Allow 3 working days for Technical Authority's review of each submission. Product Data Sheets will be reviewing by Canada as efficiently as possible subject to volume submitted and in conjunction with schedule submitted by Contractor.
- .3 Accompany submissions with transmittal letter, in duplicate, containing:
- .1 Date.
 - .2 Project title and number.
 - .3 Contractor's name and address.
 - .4 Identification and quantity of each product data sheets and sample.
 - .5 Other pertinent data.

ANNEX "A"

- .4 Submissions shall include:
 - .1 Date and revision dates.
 - .2 Project title and number.
 - .3 Name and address of:
 - .1 Subcontractor.
 - .2 Supplier.
 - .3 Manufacturer.
 - .4 Contractor's stamp, signed by Contractors authorized representative certifying approval of submissions, verification of field measurements and compliance with Contract Documents.
 - .5 Details of appropriate portions of Work as applicable:
 - .1 Fabrication
 - .2 Setting or erection details.
 - .3 Capacities.
 - .4 Performance characteristics.
 - .5 Standards.
 - .6 Operating weight.
- .5 After Technical Authority's review, distribute copies.

1.3 PRODUCT DATA

- .1 Product data: manufacturers catalogue sheets, brochures, literature, performance charts and diagrams, used to illustrate standard manufactured products.
- .2 Submit 4 copies of product data.
- .3 Sheet size: 215 x 280 mm, maximum of 3 modules.
- .4 Delete information not applicable to project.
- .5 Supplement standard information to provide details applicable to project.
- .6 Cross-reference product data information to applicable portions of Contract Documents.

1.4 PRODUCT DATA REVIEW

- .1 The review of Products Data by the Technical Authority is for the sole purpose of ascertaining conformance with the general concept. This review shall not mean that the Technical Authority approves the detail design inherent in the product data, responsibility for which shall remain with the Contractor submitting same, and such review shall not relieve the Contractor of responsibility for errors or omissions in the product data or of responsibility for meeting all requirements of the construction and contract documents. Without restricting the generality of the foregoing, the Contractor is responsible for dimensions to be confirmed and correlated at the job site, for information that pertains solely to fabrication processes or to techniques of construction and installation and for co-ordination of the work of all sub-trades.

ANNEX "A"

OPERATION AND MAINTENANCE MANUAL (01 73 00)

1 GENERAL

1.1 MANUAL

- .1 An organized compilation of operating and maintenance data including detailed technical information, documents and records describing operation and maintenance of individual products.

1.2 GENERAL

- .1 Assemble, coordinate, bind and index required data into Operation and Maintenance Manual.
- .2 Submit complete operation and maintenance manual to Technical Authority 1 week after the final delivery of materials.
- .3 Submit 2 copies in English.
- .5 Material: label each section with tabs protected with celluloid covers fastened to hard paper dividing sheets.
- .6 Type lists and notes.
- .7 Drawings, diagrams and manufacturers literature must be legible.

1.3 BINDERS

- .1 Binders: vinyl, hard covered, 3 "D" ring, loose leaf, sized for 215 x 280 mm paper, with spine pocket.
- .2 Identify contents of each binder on spline.

1.4 CONTENTS

- .1 Binder:
 - .1 Cover sheet containing:
 - .1 Date submitted.
 - .2 Project title, location and project number.
 - .3 Names and addresses of Contractor, and all Sub-contractors.
 - .2 Table of Contents of all binders.
 - .3 List of maintenance materials as specified in specification sections
 - .4 List of special tools required
 - .5 List of spare parts recommended
 - .6 Warranties, guarantees
 - .7 Copies of approvals and certificates

ANNEX "A"**SUPPLY OF ACCESS FLOORING (09 60 00)****PART 1 - GENERAL****1.1 Related Sections**

- .1 Section 01 34 00 Product Data Sheets, Samples.

1.2 References

- .1 Aluminum Association Designation System for Aluminum Finishes 1997.
- .2 Canadian General Standards Board (CGSB)
- .1 CAN/CGSB-1.81-M90, Air Drying and Baking Alkyd Primer for Vehicles and Equipment.
- .2 CAN/CGSB-1.104-M91, Semigloss Alkyd Air Drying and Baking Enamel.

1.3 Design Requirements

- .1 System to be a modular, metric access floor system comprising steel floor panels supported on all edges by structural steel members with are designed to bolt onto adjustable height pedestal assemblies forming a modular 60 cm x 60 cm metric grid pattern. Complete system shall be 100% zinc whisker free.
- .2 Panels shall be easily removable by one person using a standard lifting device and shall be interchangeable.
- .3 Pedestals:
- .1 Pedestal assembly to support a concentrated load of 22 kN without going out of alignment.
- .2 Pedestals, when secured to subfloor, to resist a 0.09 kN force applied horizontally at top of pedestal.
- .3 Ultimate load carrying capacity: not less than twice design strength.
- .4 Existing pedestal bases to be retained (No pedestal bases are required) - new pedestal heads to be supplied to suit pedestal bases and load requirements.
- .4 Stringers:
- .1 Assembly to remain completely braced and rigid after a maximum of eight abutting panels are removed.
- .2 Stringers to support a mid-span force of 1.11 kN placed on 645.2 mm² area.

ANNEX "A"

.5 Four types of Floor Panels are required, as follows:

.1 Types 1 & 2 (Heavy Duty):

- .1 Design load: panels to be capable of supporting a design load of 6.6 Kn placed on a 25 x 25 mm area without yielding.
- .2 Design panels to support a uniformly distributed load of 21.54 kPa at any location with a maximum deflection of 1.5 mm.
- .3 Permanent deflection: maximum 0.25 mm at design load.
- .4 Ultimate strength of the panel shall provide a minimum safety factor of 2.0 times its design load without failure.
- .5 Panels to withstand rolling load of 568 kg based on 10 passes of a 76mm dia. x 46mm wide wheel with overall surface deformation of 1mm or less.
- .6 Panel and understructure to be capable of supporting an impact load of 68 kg dropped from a distance of 914mm onto a 25 x 25 mm area at any location without failure.
- .7 Panels up to a 200mm diameter cut out shall be capable of supporting an ultimate load of 10.2 Kn anywhere on the panel without failure.

.2 Type 3 & 4 (Standard Duty):

- .1 Design load: panels to be capable of supporting a design load of 5.6 Kn placed on a 25 x 25 mm area without yielding.
- .2 Design panels to support a uniformly distributed load of 19.15 kPa at any location with a maximum deflection of 1.5 mm. .
- .3 Permanent deflection: maximum 0.25 mm at design load.
- .4 Ultimate strength of the panel shall provide a minimum safety factor of 2.0 times its design load without failure.
- .5 Panels to withstand rolling load of 454 kg based on 10 passes of a 76mm dia. x 46mm wide wheel with overall surface deformation of 1mm or less.
- .6 Panel and understructure to be capable of supporting an impact load of 68 kg dropped from a distance of 914mm onto a 25 x 25 mm area at any location without failure.
- .7 Panels up to a 200mm diameter cut out shall be capable of supporting an ultimate load of 10.2 Kn anywhere on the panel without failure.

.6 Allowable Tolerances:

- .1 Flatness of floor panels: plus or minus 0.5 mm in any direction.
- .2 Surface Dimension: plus or minus 0.5 mm of all panels.
- .3 Finished floor level tolerance: plus or minus 3 mm for overall floor, and plus or minus 1 mm in 2000 mm in any direction.
- .4 Squareness: plus or minus 0.5 mm in surface dimension and 0.25 mm measured diagonally.

.7 Fire Resistance:

- .1 Floor Panels, less finished flooring: flame spread rating of 5; fuel contribution of 10 and smoke development of 15.

ANNEX "A"

.8 Electrical Resistance:

- .1 From surface of floor covering through to understructure shall not exceed 2 x 10ohms nor be less than 5 x 10ohms.

.9 All items supplied must be the products of a single manufacturer.

1.4 Product Data Sheets

- .1 Submit product information and product data sheets in accordance with Section 01 34 00 Product Data Sheets and Samples.

1.5 Samples

- .1 Submit samples in accordance with Section 01 34 00 Product data sheets, Samples.
- .2 Submit one full size sample consisting of 4 panels of complete access flooring system, including finishes. Each of the 4 panels required to represent 1 of the required panel types specified.
- .3 Submit duplicate samples of each type floor covering.

1.6 Certificates

- .1 Submit certification, to demonstrate compliance of the access flooring system to specification and specified standards by submitting:
 - .1 CSA or ULC certification.
 - .2 Government or independent testing agency test reports certifying that the product meets the standard.

1.7 Closeout Submittals

- .1 Provide operation and maintenance data for access flooring system for incorporation into manual specified in Section 01 73 00 Operation and Maintenance Manual.

1.8 Warranty

- .1 The supplier shall warrant that all products and materials manufactured and supplied under the contract will be free from defect in material and workmanship under normal use and service for a period of five (5) years from the date of shipment and for a period of ten (10) years from the date of shipment for conductivity.

PART 2 - PRODUCTS

2.1 Materials

- .1 Pedestal Heads:
 - .1 Galvanized assembly of formed steel. Threaded supporting rod and vibration-proof lock nut to permit 50 mm adjustment.

ANNEX "A"

- .2 Stringers:
 - .1 Galvanized steel. Pre-drilled for bolting to pedestals heads. Top surfaces with applied self-adhesive neoprene gaskets.
- .3 Panels:
 - .1 Steel floor panels, epoxy coated unitized shells consisting of flat steel top sheet welded to formed steel bottom sheet filled with lightweight cement mixture.

2.2 Accessories

- .1 Panel lifting devices: supply two and include wall mounting bracket for panel lifter.
- .2 Grounding connectors for ESD panels: solid copper.
- .3 Adhesives: waterproof type as recommended by manufacturer of material to be bonded.

2.3 Finishes

- .1 Metal finishes:
 - 1 Steel components:
 - .1 Underfloor structure: hot-dip galvanized finish
 - .2 Steel surfaces of floor panels: electrically conductive epoxy paint finish
- .2 Access Floor Surface Finishes:
 - .1 Types 1 and 3 (Electro-Static Dissipative):
 - .1 Finish: 2.0 mm thick, PVC-free rubber surface with monolithic edges; colour and pattern from supplier's standard range. Noraplan Envirocare ED, colour 2930 Windflower.
 - .2 Edge finish: monolithic edges; separate edge trims are not acceptable.
 - .2 Types 2 and 4 (non-ESD):
 - .1 Finish: 2.0 mm thick as directed by the Technical Authority, PVC-free rubber surface with monolithic edges; colour and pattern from supplier's standard range. Noraplan Envirocare, colour 2780 Phantom Mist.
 - .2 Edge finish: monolithic edges; separate edge trims are not acceptable.

Solicitation No. - N° de l'invitation

30055-120002/A

Client Ref. No. - N° de réf. du client

46220-12-0065

Amd. No. - N° de la modif.

File No. - N° du dossier

pr75930055-120002

Buyer ID - Id de l'acheteur

pr759

CCC No./N° CCC - FMS No/ N° VME

ANNEX "B"

Prices Quantities

Item	Unit of Measure	Unit Price Tendered	Estimated Quantity	Subtotal
A. Type 1 - Heavy Duty - ESD Access Floor Panels Noraplan Envirocare ED, 2.0 mm Colour 2930 Windflower	per panel	\$	x 110	= \$.....
B. Type 2 - Heavy Duty - non-ESD Access Floor Panels Noraplan Envirocare ED, 2.0 mm Colour 2780 Phantom Mist	per panel	\$	x 2000	= \$.....
C. Type 3 - Std. Duty - ESD Access Floor Panels Noraplan Envirocare ED, 2.0 mm Colour 2930 Phantom Mist	per panel	\$	x 1000	= \$.....
D. Type 4 - Std. Duty - non-ESD Access Floor Panels Noraplan Envirocare ED, 2.0 mm Colour 2780 Phantom Mist	per panel	\$	x 2600	= \$.....
TOTAL BID PRICE, excluding hst			5710	\$.....

ANNEX "B"

1. Cost per panel to include:
 - all materials, finishes, fabrication, transportation and delivery costs
 - supply of new panels and panel finishes, new pedestal heads, new stringers, new gasketing and new fastening devices
 - transportation costs to include off loading at customer loading dock and delivery to storage area inside customer's facility