

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

Bid Fax: (819) 997-9776

**Revision to a Request for Supply
Arrangement - Révision à une demande
pour un arrangement en matière
d'approvisionnement**

The referenced document is hereby revised; unless
otherwise indicated, all other terms and conditions of
the Solicitation remain the same.

Ce document est par la présente révisé; sauf
indication contraire, les modalités de l'invitation
demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Furniture Division/Division des produits de
l'ameublement

11 Laurier St. / 11, rue Laurier

6B1, Place du Portage

Gatineau

Québec

K1A 0S5

Title - Sujet OFFICE SEATING	
Solicitation No. - N° de l'invitation E60PQ-120001/B	Date 2013-06-11
Client Reference No. - N° de référence du client E60PQ-120001	Amendment No. - N° modif. 007
File No. - N° de dossier pq959.E60PQ-120001	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$PQ-959-62579	
Date of Original Request for Supply Arrangement 2013-04-15 Date de demande pour un arrangement en matière d'app. originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-07-08	
Address Enquiries to: - Adresser toutes questions à: Frigon, Francine	Buyer Id - Id de l'acheteur pq959
Telephone No. - N° de téléphone (819) 956-7331 ()	FAX No. - N° de FAX () -
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does not change the security requirements of the solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

This amendment is issued to:

Section 1. Publish the answers to the questions received since Amendment # 006 was published.

Section 1 Questions (Q) and Answers (A) received

Q101. In Part 1, Section 4 – Canadian Content, it states that “For the PSAB stream only, bid solicitations valued at \$25,000.00 (GST/HST included)...MAY BE conditionally limited to Canadian goods...” However, in Part 6B, Subsection 4.2(d)(vi), it states that “for Tier 3 and 4 set-aside under the PSAB policy, ONLY the products listed in the Suppliers’ SA as “Canadian Content Certified” can be included in a resulting bid”. These two clauses appear to be contradictory. Which of these two clauses is correct and will take precedent?

A101. Refer to Part 5, Subsection 2.3

Q102. At the Supplier's Conference it was noted that there would be a 2 year waiting period for Suppliers to introduce any changes to the Supply Agreement. Would PWGSC consider a more flexible approach that would allow Suppliers to introduce changes once during the 2 year time frame at their discretion? This would allow for a more level work load for PWGSC, accelerated access for end users to new products and product improvements and for Suppliers to manage their assortment more effectively to end user demand requirements.

A102. Further to amendment # 004, Section 2 a 24-month period will remain the same. Exception requests from Supplier(s) may be submitted to the SAA in writing for consideration.

Q103. ISO 9001 ensures that manufacturers maintain their high level of quality reflected within the ANSI/BIFMA and CGSB testing reports. All manufacturers under ISO 9001 are audited on an annual or bi-annual basis by an independent company to ensure all quality control practices are adhered to. We believe that specifying ISO 9001 as a requirement for all Suppliers will ensure a consistent and acceptable product quality standard throughout the life of the Supply Agreement and we ask that PWGSC consider making this a mandatory requirement.

A103. PWGSC will not include the ISO 9001 in the requirement at this time.

Q104. Part 4 - Attachment 2 - Products and pricing chart – Office (task) and Conference chairs have completely different applications and designs. Please separate Rotary Chair Template into two different tabs – one for Office Chairs and one for Conference chairs –

each with the appropriate attributes applicable to the function of each chair. If not separated, it could result in an IU selecting features ergonomically inappropriate and detrimental to the user. For example, a Synchro-tilt Office Chair vs. a Knee-tilt Conference Chair.

A104. This recommended change will not be incorporated.

Q105. We understand that product additions and changes are restricted for new suppliers alone; however, the time frame set on current bidders limits the addition of newer chairs. Could an exception to this amendment be granted for new products coming out between June 2013 – January 2014?

A105. Yes, as long as the Supplier's SA has room to add the new products without exceeding the maximum allowable limits.

Q106. Please revise your recent limitations on the time frame allowed for product additions/changes for Supply Arrangement holders and remove the 24-month (June 2015) restriction.

A106. No. Refer to Answer A102, herein.

Q107. Amendment 004, #28 states that "compliance letters are required from the Supplier's Work Coverage", and references 6A, Section 12 and 13. We understand that a mandatory submission requirement (MTC 5.1) is the completed electronic submission of an editable Part 4, Attachment 1 on CD/DVD, and that authorized dealers must be listed on the Supplier's website. However, please clarify what "compliance letters" are required? 6A Section 12 & 13 make no mention of these letters.

A107. Compliant letters are required when an Authorized Dealer is submitting an arrangement and is not the manufacturer of the chairs offered. Refer to Part 4, Section 1, MTC4. Furthermore, the Compliance letters are not required for the Work Coverage. Refer to Part 4, Section 1, MTC5 and/or MTC6.

Q108. Is delivery and installation service cost only to be submitted upon the request for bids from IU's?

A108. Yes.

Q109. Assuming all bidders meet all requirements then how would the financial information submitted be evaluated? Would all submissions below the average ceiling price be awarded an SA? Please explain.

A109. Refer to Part 4, Subsection 1.2.1.A and Section 2 a) and b).

Q110. Is it possible to get a copy of the minutes from the suppliers meeting?

A110. The Questions and Answers from the Supplier's Conference will be published through an amendment.

Q111. Must suppliers have representatives physically based in each province in the case of both Streams or do they only need to only provide the contact for the inquiries by IU's in each particular region identified?

A111. Refer to Part 1, Section 2, Subsection 2.

Q112. Is Ceiling Price simply prices that meet all conditions from A to G noted in Part 4, Section 1, Subsection 1.2 .1.A MFC 1.1? If not then can you provide a clearer definition than provided in this document?

A112. Yes including Part 4, Section 1, MFC1.2.

Q113. Regarding Part 4, Section 1, subsection 1.1.1 MTC4, if two suppliers submitted pricing on the exact products from the same manufacturer and both meet all conditions required, could both be awarded a SA even if one was higher priced than the other.

A113. Yes.

Q114. Can a dealer also submit pricing for the General Stream if the manufacturer of their products is also making a submission for a SA in the General Stream? Could both be award a SA even if one was higher priced on all items?

A114. Yes.

Q115. In PD8 in section 7.2.f on p64, it requires that a fixed seat depth must be a medium seat depth. This restricts chairs that are currently available on the NMSO from being available on the SA. As well it would disallow the correct sized chair from being purchased for users who require a Shallow or Deep seat depth. Can this requirement be removed?

A115. No.

Q116. Please confirm the access rights granted under Section 10.2 are limited to those areas and materials directly pertinent to the performance of this Agreement, subject to reasonable advance written notice, will be performed in a manner so as not to disrupt Supplier's ongoing business, performed during normal business hours and at SAA's sole cost and expense, and will be subject to a mutually acceptable confidentiality agreement

A116. Part 6A, Section 10, Subsection 10.2 remain the same.

Q117. Pages 67 and 74. At Annex A-1 Purchase Description No. 8 (PD-8) and Government Purchase Description No. 6 (GPD-6). Subsections 11.1

Each of our products is marked with a bar code/serial # tag that states our company name and the model number of the product. It also ties each item to a production date and time, and all of the original sales history. By simply calling Customer Support and relaying the serial # on the tag, you can confirm the complete model number, model description, original order number, purchase order number, invoice number and date, part number listing and part pricing. The serial number and date, purchase order number and/or original order number can then be used to determine the contract number. Will this be acceptable?

A117. No.

Q118. What is the evaluation criteria being used to select the products that will be on the SA? Will all products that meet specifications & requirements be added to the SA?

A118. Refer to Part 4, Section 1 and Section 2.

Q119. GPD-6, Item #6.1. requires all chairs to be upholstered, but also allows for stacking and non-stacking chairs. Government clients often request non-upholstered side chairs which are typically used in higher traffic areas where a non-upholstered chair would last longer, are easier to clean and therefore be a better value to the Crown. Since this is a common requirement, it would be more efficient to amend this SA now to include non-upholstered chairs, instead of adding this feature after the SAs have been issued, thereby reducing the volume of work for the Crown. Please delete 6.1 and add,

“6.1 Be upholstered or non-upholstered, stacking or non-stacking, with or without arms, a backrest, a fixed seat height, with a sled, cantilever or four-legged base. At least one model must be upholstered.”

A119. No.

Q120. Under the features of the Armrests, can you add a mid-range option of “height adjustable T-arms with pivoting arm” (i.e. no width adjustment besides the pivoting).

A120. No.

Q121. Please define and explain the attribute, “locks in setup position”. Does this mean that it tilts and then locks in the setup position or that it does NOT tilt and locks only in the setup position (i.e. swivel only)?

A121. Refer to Answer A104, herein.

Q122. In Tier 2 pricing the client must perform a search for vendors that meet the chair features they are looking for. Is there a minimum number of vendors the client must contact for pricing or must they contact every vendor that meets the search criteria. For example, if 10 compliant models appear, how many vendors must be contacted as a minimum.

A122. Refer to Part 6B, Section 3, Subsection 3.3, b.

Q123. The question should read: will the Identified User have the option to choose Aboriginal below \$25,000?

A123. Yes.

Q124. When the Identified User does a search, will he have to choose Canadian Content below \$25,000 or only above.

A124. Yes, both applies.

Solicitation No. - N° de l'invitation

E60PQ-120001/B

Amd. No. - N° de la modif.

007

Buyer ID - Id de l'acheteur

pq959

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

E60PQ-120001

File No. - N° du dossier

pq959E60PQ-120001

CCC No./N° CCC - FMS No/ N° VME

Q125. Can you please provide the same percentage spend/transaction data for the >\$ 400,000 tier thereby enabling transparency on purchase history for all Suppliers. Currently only Suppliers that have experienced purchases of this volume level have visibility to this information.

A125. Less than 1%