

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des soumissions
- TPSGC
11 Laurier St./11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

**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 Mobilier pour des postes de travail	
Solicitation No. - N° de l'invitation E60PQ-140003/A	Date 2015-03-19
Client Reference No. - N° de référence du client E60PQ-140003	Amendment No. - N° modif. 003
File No. - N° de dossier pq416.E60PQ-140003	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$PQ-416-66821	
Date of Original Request for Supply Arrangement 2015-02-19 Date de demande pour un arrangement en matière d'app. originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-04-21	
Address Enquiries to: - Adresser toutes questions à: Clouthier, Chantal	Buyer Id - Id de l'acheteur pq416
Telephone No. - N° de téléphone (819) 956-7184 ()	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	Yes - Oui	No - Non
Accusé de réception requis	<input type="checkbox"/>	<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		

Solicitation No. - N° de l'invitation

E60PQ-140003/A

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

E60PQ-140003

Amd. No. - N° de la modif.

003

File No. - N° du dossier

pq416E60PQ-140003

Buyer ID - Id de l'acheteur

pq416

CCC No./N° CCC - FMS No/ N° VME

See next page;

This amendment 003 is raised to answer questions from the Bidder's Conference, supplementary questions and modify the solicitation as follows :

1- QUESTIONS / ANSWERS :

Q.5:

Category 1a Work Spaces \Product and Service Catalogue

When providing pricing for items in the Product and Service Catalogue, is it acceptable to offer 2 items in lieu of the 1 item size specified. For example, pricing for 1372 mm (54in.) wide panels is accomplished by pricing 762 mm (30 in.) and 610 mm (24 in.) wide panels?

A.5:

No, it is not acceptable.

Q.6:

What do you expect the average or range of order sizes to be? How long from order confirmation until delivery/installation do you allow?

A.6:

Individual requirements can range from a value of \$1 to over \$10,000,000.00. Many requirements are valued under \$25,000.00 Since each requirement is unique, an average value cannot be provided. Delivery/installation lead time is to be negotiated with the procurement authority at time of individual requirement.

Q.7: How will you monitor all of the environmental aspects of the specifications? For example 25% recycled material in the steel products.

A.7:

Please refer to article 5.1.3 Product Conformance of Part 5 and articles 6A.9.1 and 6A.9.2 of Part 6A.

Q.8:

What about office chairs?

A.8:

Office chairs are not included in this Procurement Instrument. A Supply Arrangement for Office Seating already exists (E60PQ-120001)

Q.9 :

We are a CAMSC certified company. As a result can we also apply for a Supply Arrangement under the PSAB Stream?

A.9 :

One supply arrangement per stream, yes as long as PSAB requirements are met.

Q.10 :

At MTC 1.2 Must complete ANNEX B-1 in Microsoft Excel file extension .xlsx (2007) or older :

Does this mean 2007 or newer version?

A.10 :

refer to amendment number 002.

Q.11 :

At Annex A-1, 6A.9.2 Product Conformance Certificate :

What/where is the Product Conformance Certificate?

A.11 :

Please refer to Part 5 of the RFSA.

Q.12 :

At Annex A-1, 6B.3 Calculating the Estimated Median Value (EMV) for products and services :

What is the purpose of this?

A.12 :

The EMV is for Identified Users to estimate the value of their requirement and follow the instructions of the appropriate Tier.

Q.13 :

I would like to see an extension of this RFSA to June 20, 2015.

A.13 :

We are not planning to extend the closing date at this time. Please note that Suppliers will have the opportunity to add products throughout the period of the SA. Refer to 6A.7 of the RFSA.

Q.14 :

What is the average size and frequency of your SA's that we would bid on?

A.14 :

A:Based on past statistics, the majority of requirements fall under 25K. Canada has combined multiple commodities and added new products and therefore cannot provide estimated quantities, types of products, or number of contracts that will be issued by Canada under this SA. Canada's needs change from year to year. By Submitting an SA, the Supplier agrees to all the terms and conditions but the SA holder has the right to submit or not submit a bid during the solicitation and resulting contract (RFB) stage.

Q.15 :

We don't have installers outside of BC, but would like to bid on projects in other cities. How could that work?

A.15 :

Refer to Part 4 MMC1 for the General Stream or PSAB stream offering National Service or MMC2 for PSAB stream offering Regional Coverage. These are mandatory criteria.

Q.16 :

We have our own upholstery factory as well. What about soft furniture? Sofas, lobby furniture, public space furniture, office chairs? There is no category for them? Soft furniture would be

easier for us to ship to your offices because there is really no installation necessary for sofas or office chairs. Also easy to ship in small quantities for smaller projects.

A.16 :

Canada is creating another procurement instrument for these types of products and it will be posted on the Buy and Sell website.

Q.17 :

What is the lead time for a project? I saw in the website it mentioned 120 days. Is that the time from awarding of contract to installation?

A.17 :

This all depends on the size of the requirement, if it is a single delivery date or multiple delivery dates and type of product. Canada normally asks for 4 to 8 weeks lead time for delivery and installation of products for standalone procurements.

Q.18 :

MTC1.1 – States that Suppliers may offer up to one product per Government of Canada Product Number. For Example in Annex b-1 Category 1, would a supplier be able to submit multiple spreadsheets/ For example: One spreadsheet would be for Manufacture X, and Series X, and the next spreadsheet would be for Manufacturer X and Series Y.

A.18 :

No. Refer to Part 2- Modification section of this amendment, amendment A).

Q.19 :

Do we need to complete anything on the 2nd tab of Spreadsheet for Category 1a?

A.19 :

No. The 2nd tab on Cat 1a is for internal purposes only and Suppliers are not required to add information on this sheet.

Q.20 :

Does a supplier in the general stream in any of the five categories need to offer national coverage to get a supply arrangement ?

Example: I want to offer Lighting products in category five but just in Ontario.

A.20 :

Please refer to A.53.

Q.21 :

At 4.2 Combined Requirements – Discounts will be different for projects containing multiple categories, since revenue is greater, than would be priced if only bidding on one category. Contracts should be issued as solicited either a combined bid resulting in one contract or multiple bids resulting in multiple contracts. There is a possibility to splitting solicitations into multiple contracts may result in the crown not getting the best bid price. In addition, split bids will not guarantee product compatibility.

A.21 :

We understand the majority of Canada's requirement fall under 25K. Feedback received during the engagement session showed that Manufacturers that specialize and offer one or some of the categories will be screened out of requirements because they cannot offer the full requirement.

This is not a new strategy, we continue to award by commodity but we have given more flexibility by:

- Allowing combined requirements under 25K
- One solicitation, one set of terms and conditions but multiple contract awards, so by category but we also have added that Canada may issue a single contract if the supplier for more than one category if won by same category.

Q.22 :

At Annex A-1: 6.0. Can a bidder supply product from multiple categories to satisfy a request from only one Category? i.e. The bid requests product from Category 1, but we want to use a metal pedestal from Category 3.

A.22 :

No.

Q.23 :

Annex A-1: 6.14.4. *power outlets* - Outlets, harnesses, poles, ceiling and base feeds are not listed separately on Annex B, and they are separate from the panel or work surface hardware. How does an IU purchase them separately, if it's not listed on the SA. How does the IU determine the price?

A.23 :

The RFB template as a % of the total evaluated bid price in table 9. Revision to RFB will issued in another amendment.

Q.24 :

If product is added or deleted from the Annex B Categories as a result of answers to questions from bidders, will you submit additional Excel spreadsheets instead of revising the ones we've already begun to work on? There are thousands of line items to enter and if we receive a revised Annex B Category, we'd have to start all over again with the data entry portion.

A.24 :

Comment is noted. A process will be developed if the categories require modification and will be identified at time of amendment.

Q.25 :

What about the hardware that will not be included in the list of products? With regard to final invoicing, there are many pieces (hardware) that are not in the SA. How will we identify these additional products for billing?

A.25 :

We will include a specific section in the bid solicitation template for additional products. Please refer to Annex A-1 for the definition of additional products. Additional products will be represented by a percentage in the bid solicitation.

Q.26 :

What about other additional products such as glass panels?

A.26 :

We cannot provide products that are not approved.

Q.27 :

The list of resellers will be on our website, not the SA; is this correct?

A.27 :

Correct, it must be posted on the supplier's up-to-date website.

Q.28 :

For the five categories, a need of less than \$25,000, if we submit a bid with the five categories, will a single contract be issued?

A.28 :

Yes, it is possible; it is the client's decision.

Q.29 :

Are Government Acquisition Cards and credit cards mandatory?

A.29 :

No, you are not required to accept credit card purchases.

Q.30 :

If a client wishes to re-configure or add-on to a "Legacy" panel system, what procurement method would they use? If this system is not the current SA.

A.30 :

if the existing system did not form part of the SA then it will be treated as a standalone procurement. Its mandatory to use the SA for listed products.

Q31 :

Category 2 has been reduced dramatically i.e. D-tops extended corner hutches. How can an executive office be quoted now?

A.31 :

Executive furniture can be procured under Category 4.

Q.32 :

Part 6B 4.3.2 – Please explain “Manufacturer Product Specific” and “Single Conforming Supplier”

A.32 :

Refer to the definition of a “Conforming Supplier” under Part 6B .1 Definitions. The process for each scenario is explained at Article 6B.4 Solicitation Methods. Depending on the Tier, the Identified User will have an approval form to complete. One example of a manufacturer product specific requirement is adding new products for reasons of interconnectivity with existing products.

Q.33 :

PSAB – What products need to be Canadian?

A.33 :

You can have all, some or none Canadian products for PSAB requirements.

Q.34 :

Does product cost include freight from factory which is different than delivery?

A.34 :

Refer to the workspace terms and conditions manual. The shipping instructions are very clear of what is expected from suppliers. The Identified Users will have to choose the delivery at plant or at destination at the individual solicitation and resulting contract stage.

Q.35 :

Can multiple dealers for one manufacturer receive a Supply Arrangement?

A. 35 :

Yes

Q.36 :

Why is there a Canadian Content requirement for the manufactured goods when the majority (if not all) of the PSAB suppliers are distributors, not manufacturers? There is little logic to this requirement.

A.36 :

Canadian Content applies to the goods and not to the suppliers.

Q.37 :

When does Canada anticipate issuing Supply Arrangements?

A.37 :

To the best of our knowledge, PWGSC feels that the process will be completed quickly. More specific estimated timeframes will be determined shortly after the closing date.

Q.38 :

Annex B - Section 5 Product related services: Can someone apply for an SA for this category only i.e. services only, no product ?

A.38 :

Yes

Q.39 :

Why doesn't Canadian Content apply for everyone and not just to the PSAB suppliers?

A. 39 :

PWGSC is following the rules. Refer to the Trade Agreements and the Policy on Procurement Strategy for Aboriginal Business in the Supply Manual on Buyandsell.gc.ca website.

2- MODIFICATION(S) :

A) At Part 4, Section 4.1.1.1, MTC1.1 :

DELETE : (...). Suppliers may offer up to one product per Government of Canada Product Number.

INSERT : (...). Suppliers may offer up to one product (one serie and one manufacturer) per Government of Canada Unique ID (GoCUID) for this arrangement. No more than one Workspaces Product and Service Catalogue per Category (1a, 1b, 2, 3, 4 and 5) will be accepted.

B) At Part 6A.15, Section 15.1, article 5 :

DELETE : (...) of section 13.1.4.

INSERT : (...) of section 6A.14.5.

All other terms and conditions remain unchanged.