

**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

<b>Title - Sujet</b> Furniture for Work Spaces	
<b>Solicitation No. - N° de l'invitation</b> E60PQ-140003/A	<b>Date</b> 2015-09-25
<b>Client Reference No. - N° de référence du client</b> E60PQ-140003	<b>Amendment No. - N° modif.</b> 027
<b>File No. - N° de dossier</b> pq416.E60PQ-140003	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$PQ-416-66821	
<b>Date of Original Request for Supply Arrangement</b> 2015-02-19 <b>Date de demande pour un arrangement en matière d'app. originale</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-10-22</b>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Clouthier, Chantal	<b>Buyer Id - Id de l'acheteur</b> pq416
<b>Telephone No. - N° de téléphone</b> (819) 956-7184 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
<b>Security - Sécurité</b> 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**

<b>Acknowledgement copy required</b>	<b>Yes - Oui</b>	<b>No - Non</b>
<b>Accusé de réception requis</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
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)		
<b>For the Minister - Pour le Ministre</b>		

Solicitation No. - N° de l'invitation

E60PQ-140003/A

Amd. No. - N° de la modif.

027

Buyer ID - Id de l'acheteur

pq416

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

E60PQ-140003

File No. - N° du dossier

pq416E60PQ-140003

CCC No./N° CCC - FMS No/ N° VME

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**This amendment 027 is raised to answer questions and modify the solicitation as follows:**

**1 - QUESTIONS / ANSWERS :**

Q.253: Annex A-1 Specifications for Work Spaces:

Article 1.2 states that we must read the specs of Annex A-1, in conjunction with CAN/CGSB 44.227-2008 & CAN/CGSB44.229-2008. These standards list performance requirements for both high pressure and low pressure laminate. Also refer to CABN/CGSB44-232-2008 sent to you in a separate email.

Nowhere in the specs does it specify that the only acceptable horizontal surface is high pressure laminate. ( The only place high pressure laminate is mentioned is Meeting Tables, Article 7.12)

Then in Annex B-1 V4, Lines 2162 to 2364, in the description of the product, they specify "high pressure laminate" to be quoted in the ceiling price.

Our question is, if the specs and the CAN/CGSB standards do not specifically call for high pressure laminate, can we quote a high pressure performing laminate? If so, do we, and where would we declare that this is our intention?

Obviously, the difference in the pricing of this part of product would significantly alter the cost and make it much more competitive.

A.253: All work surfaces identified in the Work Spaces Product and Service Catalogue, found at Annex B-1 as being High Pressure Laminate must be priced accordingly and must be tested and pass the performance requirements for finishes for High-pressure laminate as stated in Table 1 of CAN/CGSB-44.227 and 229. Also refer to section 2 Modifications, modification (A) of this amendment.

Q.254: Questions on Category 1B, Version 4:

- a) Credenzas, hutches: We have concerns about the construction of these units being limited to "laminate" as amended in version 4 of the spreadsheet as this would severely limit the number of products we can list. Annex A-1, 7.3.6 described the construction as "Storage products must be in laminate and/or painted metal and/or wood veneer and/or a combination of finishes." Can you please amend the Materials and Finishes in the Excel spreadsheets for credenzas and hutches to include metal and/or combination of finishes in addition to laminate?
- b) High Storage units: We are still unclear of what High Storage units are. Can you please clarify what the difference between a hutch and a high storage unit is and/or include an illustration to clarify it? Can these be submitted in metal construction?
- c) Wardrobe: Line items 2003-2092. Can you please confirm if these are to be wardrobes as stated in Annex A-1, 7.9.1: (Wardrobes must have two doors, a hanging rod and a hat shelf.)?

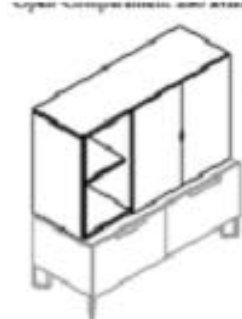
The answer to question #245 is confusing. It stated: "4- The items within lines 2052 to 2069 resembles a tall storage wardrobe free standing unit with open shelves i.e. bookcase, without doors."

This is seem to indicate that these products are to be bookcases (with a number of shelves versus wardrobes as outlined in Annex A-1, 7.9 .1 with only one shelf).

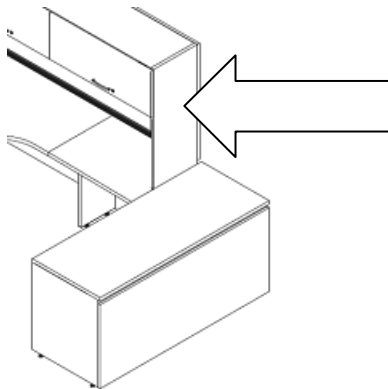
A.254:

- a) PWGSC will not include metal and /or combination of finishes in addition to laminate at this time but will consider adding these finishes during the refresh period.
- b) The difference between High Storage units and Hutches can be found in Annex A-1 articles 7.7.3 and 7.7.6 in regards to High Storage and only laminate will be accepted at this time.  
Image as requested is only a visual illustration:

HIGH STORAGE UNITS – sitting onto a low storage/credenza



HUTCHES



- c) Refer to section **2 - MODIFICATION(S)**.

Q.255: See additional questions below from a review of Category 1B:

What is the difference between product listed in lines 2256 - 2275 and those listed in lines 2360 - 2387.  
There is a difference in the product codes but the rest of these are identical.

A.255: The difference between product listed in lines 2256 – 2275 and those listed in lines 2360 – 2387 is found within column E - **SUPPORT & MOUNTING / SUPPORTS ET APPUIS** in particular the gables.

**2 - MODIFICATION(S) :**

- A) At Annex A-1, section 5.0 General Requirements:

INSERT: 5.2.1 All work surfaces must be supplied with High Pressure Laminate finishes.

- B) At Annex A-1, section 7.0 DETAILED REQUIREMENTS – Categories 1 and 4 - Freestanding Fixed Height Desk/Table and Storage Products System – laminate, painted metal and wood veneer

INSERT: 7.9.2 Wardrobes with the absence of doors must be provided and at least three adjustable shelves must be included, the unit must be tested to ANSI/BIFMA X5.9 and the shelves must be tested for surface deflection (for storage units).

- C) At Annex D – Work Spaces Terms and Conditions Manual (WTCM)

- a. Insert the following – The SAA may modify the WTCM content at any time. The SAA will seek the Supplier's prior approval only for the modifications representing substantial changes. Revisions will be evidence through new Version numbers and will be in effect on the date of their issue by the SAA to the Supplier. The issuance will be evidenced through a formal revision to the SA or other written advisement. For written advisements, a future formal revision to the SA will formally incorporate the new Version(s).

- D) At Annex E – Bid Solicitation and Resulting Contract Template (RFB)

- a. Delete: V2 Annex E – RFB

Insert: V3 Annex E – RFB

- b. Insert the following:– The SAA may modify the RFB content at any time. The SAA will seek the Supplier's prior approval only for the modifications representing substantial changes. Revisions will be evidence through new Version numbers and will be in effect on the date of their issue by the SAA to the Supplier. The issuance will be evidenced through a formal revision to the SA or other written advisement. For written advisements, a future formal revision to the SA will formally incorporate the new Version(s).

- E) At Category 4\_V5:

DELETE:

rows 2551 – 2590 High Or Add-On Unit, Task Light, 381mm (15 in.) in Depth  
rows 2711 – 2750 High Or Add-On Unit, Task Light, 457mm (18 in.) in Depth  
rows 2871 – 2910 High Or Add-On Unit, Task Light, 508mm (20 in.) in Depth

**All other terms and conditions remain unchanged.**

SOLICITATION AND RESULTING CONTRACT (RFB)

SUPPLY ARRANGEMENT FOR WORK SPACES

(E60PQ-140003/xxx/PQ)

VERSION 2

RFB First Page

Project Title:		
RFB Date:	RFB No.	Amendment No.
RFB Closing Date [Y/M/D]:		RFB Closing Time:
Return bids to:  <input type="checkbox"/> Physical Location  _____One soft copy of the bid, in addition to the hard copy. (This is required only if it is checked.)  or  <input type="checkbox"/> e-mail address. (one soft copy of bid)	[full address and/or complete e-mail address]	

# SOLICITATION AND RESULTING CONTRACT (RFB)

## SUPPLY ARRANGEMENT FOR WORK SPACES

(E60PQ-140003/xxx/PQ)

### VERSION 2

#### TABLE OF CONTENTS

Section 1 – Invitation and Instructions to Bidders

Section 2 – Resulting Contract including a list of required goods and services

#### **SECTION 1 – INVITATION AND INSTRUCTIONS TO BIDDERS**

##### **Step 1. For Tier 2 and Tier 3 only (If Tier 1, skip this step and proceed with step 2)**

Is this a Manufacturer Product Specific Procurement? If yes, the IU must complete and submit the Manufacturer Product Specific form to AB. If form approved, keep copy on file and proceed with the step 2.

##### **Step 2. ☐ Competitive or ☐ Non-Competitive** *(Identified User (IU) to check the applicable box)*

##### **For Competitive Requirements:**

**The Bidder must provide the following information AFTER bid closing, if requested to do so by Canada:**

- One or more of the following price justifications:
  1. a current published price list indicating the percentage discount available to Canada; or
  2. a copy of paid invoices for the like quality and quantity of the goods, services or both sold to other customers; or
  3. a price breakdown showing the cost of direct labour, direct materials, purchased items, engineering and plant overheads, general and administrative overhead, transportation, etc., and profit; or
  4. any other supporting documentation as requested by Canada.

##### **For Non-Competitive Requirements:**

**The Bidder must provide the following information WITH the bid:**

- The information requested by Canada in Annex A herein.
- One or more of the following price justifications:
  1. a current published price list indicating the percentage discount available to Canada; or
  2. a copy of paid invoices for the like quality and quantity of the goods, services or both sold to other customers; or
  3. a price breakdown showing the cost of direct labour, direct materials, purchased items, engineering and plant overheads, general and administrative overhead, transportation, etc., and profit; or
  4. any other supporting documentation as requested by Canada.

##### **Step 3. ☐ General or ☐ PSAB** *(Identified User (IU) to check the applicable box)*

##### **For PSAB procurement:**

##### **Canadian Content**

*(The following only applies only to procurements for which Acquisitions Branch (AB) or Acquisitions Program (P) of Public Works and Government Services Canada is the Contracting Authority.)*

The Supplier should propose conforming products(s) denoted as “Canadian Content” in the Supplier’s SA. Canada may preference all bids containing products(s) with this designation. *(Refer to WTCM for further information)*

# SOLICITATION AND RESULTING CONTRACT (RFB)

## SUPPLY ARRANGEMENT FOR WORK SPACES

(E60PQ-140003/xxx/PQ)

### VERSION 2

#### Terms of the RFB:

This RFB is issued pursuant to the Supplier's Furniture for Workspaces Supply Arrangement (SA) that forms part of the series of SAs issued by PWGSC with the number E60PQ-140003/PQ. The terms and conditions in the Supplier's SA apply to and form part of this RFB. Bidders who submit a bid agree to be bound by those terms and conditions as well as the terms and conditions in this RFB.

#### The Bidder must provide the following information **WITH** the bid:

- The information requested by Canada in Annex A herein.

*(IUs will include the Security Requirement article below if Section 2, article 2.1.b. herein applies. IUs may modify the provisions of the sub-articles to correspond to their specific needs. Select 3.a. when the bidder must possess the security clearance at bid closing; select 3.b. when the bidder must possess the security clearance by contract award.)*

#### The Bidder must also provide the information at article 4. below at the time indicated in article 3.

##### Security Requirement

1. Conditions
  - a. the Bidder must hold a valid organization security (VOS) clearance as indicated in Annex B;
  - b. the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Annex B.
2. For additional information on security requirements, bidders should refer to the Canadian Industrial Security Directorate (CISD), Industrial Program of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.
3. The conditions in article 1 above must be met by the Bidder (the checked box applies):
  - a. \_\_\_\_\_ by the closing date of the bid;
  - b. \_\_\_\_\_ before the award of a contract. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
4. Bidders are to supply the following information, as a minimum, to demonstrate compliance with the Security Requirement.
  - a. The Bidder's valid VOS clearance number issued by CISD;
  - b. The name of all individuals who will require access to classified or protected information, assets or sensitive work sites. It is desirable to also include their date of birth, their middle name, and their security clearance number issued by CISD.

##### Bid Evaluation

This article is completed if non-Government of Canada personnel will evaluate bids.

An evaluation team composed of representatives of Canada and \_\_\_\_\_ (name of firm or consultant) will evaluate the bids.

# SOLICITATION AND RESULTING CONTRACT (RFB)

## SUPPLY ARRANGEMENT FOR WORK SPACES

(E60PQ-140003/xxx/PQ)

### VERSION 2

<b>RFB Issued to:</b> [This section – “RFB Issued to:” is completed only when the RFB is not published on GETS]	
Supplier Name and Address: (City, Province)	[use address from Supplier’s SA] [SA number starts with E60PQ-140003/.../PQ]
Contact:	
- Name:	
- Telephone Number:	
- E-mail:	
- Facsimile Number:	
<b>RFB Issued by:</b>	
Identified User’s (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
<b>RFB Enquiries</b>	
Unless a different period is listed in the adjacent column, Bidders may submit enquires about the RFB to the Contracting Authority until two business days prior to the RFB closing date. Enquiries received after the timeline indicated may not be answered.	_____ business days

# SOLICITATION AND RESULTING CONTRACT (RFB)

## SUPPLY ARRANGEMENT FOR WORK SPACES (E60PQ-140003/xxx/PQ)

### VERSION 2

#### SECTION 2 - RESULTING CONTRACT CLAUSES

<b>1.</b>	<b>Terms and Conditions of the Contract</b>	
	The terms and conditions of Parts 6A and 6C of the Supplier's SA within the series E60PQ-140003/PQ apply to and form part of this Contract.	
<b>2.</b>	<b>Security Requirement</b> (Applies if article a. or b. is checked)	
2.1	The applicable security requirement(s) is (are) set out in the Security Requirement Check List attached as Annex B of this contract. The Contractor must fulfill the security requirements by meeting the terms below (the checked article applies).	
a.	<input type="checkbox"/>	<b>Contractor may be escorted; possession of security clearance not required.</b> Contractor personnel MAY NOT ENTER NOR PERFORM WORK ON sites where PROTECTED or CLASSIFIED information or assets are kept, without an escort provided by the department or agency for which the work is being performed.
b.	<input type="checkbox"/>	<b>Possession of security clearance(s) is required.</b> The Contractor must meet the security clearance requirements contained in the clausings in Annex B herein.
<b>3.</b>	<b>Requirement</b>	
3.1	The Contractor must perform the Work listed in Annex A herein.	
<b>4.</b>	<b>Authorities</b>	
4.1	<b>Contracting Authority (IU)</b>	
	Name:	
	Title:	
	Department/Agency/Crown Corporation:	
	Address:	
	Telephone No.:	
	Facsimile No.:	
	E-mail address:	
4.2	<b>Project Authority [To be left blank for RFB. IU to complete only when awarding contract]</b>	
	Name:	
	Title:	
	Department/Agency/Crown Corporation:	
	Address:	
	Telephone No.:	
	Facsimile No.:	
	E-mail address:	
4.3	<b>Contractor's Representative</b>	
	As set out in Annex A, Table 10 below.	
<b>5.</b>	<b>Payment</b>	
	Method of Payment	
	The checked box applies. If the Contractor's SA indicates acceptance for payment by credit card, that method may be used in conjunction with the following.	
	<input type="checkbox"/>	Single Payment
	<input type="checkbox"/>	Multiple Payment
<b>6.</b>	<b>Invoicing (optional)</b>	
	Further to the Invoicing terms of the WTCM document, the Contractor will deliver the original and one copy of the invoice to the following address for certification and payment:	
	Name of the organization and contact:	

SOLICITATION AND RESULTING CONTRACT (RFB)

SUPPLY ARRANGEMENT FOR WORK SPACES

(E60PQ-140003/xxx/PQ)

VERSION 2

	Address:	
7.	<b>Defence Contract. This clause applies if the box below is checked.</b>	
	<input type="checkbox"/>	The Contract is a defence contract within the meaning of the <u>Defence Production Act</u> , R.S.C. 1985, c. D-1.

# SOLICITATION AND RESULTING CONTRACT (RFB)

## SUPPLY ARRANGEMENT FOR WORK SPACES

(E60PQ-140003/xxx/PQ)

### VERSION 2

#### ANNEX A REQUIREMENT and BASIS OF PAYMENT

##### 1. Category Selection

The requirement includes the following category(ies) of work (*check applicable box(es)*):

☐ Category 1 – Interconnecting Panels and Freestanding Systems

##### 1.1 Metal Storage

Does the requirement include metal storage products?	<u>If yes:</u> Does the metal storage product represent less than 20% of the value of the requirement?	<u>If yes:</u> Proceed using Category 1
		<u>If no:</u> Select Category 3 for this requirement. Metal storage products can only be purchased in Category 1 when they are part of a new workstation requirement.
	<u>If No:</u> Proceed using Category 1	

##### 1.2 Interconnecting Panels

Does the requirement include Interconnecting Panels?

If Yes, Scenario b. of article 2. must be selected and Annex A of this RFB must be completed for Tier 2 and Tier 3 requirements.

☐ Category 2 – Freestanding Height Adjustable Desk / Table Products

☐ Category 3 – Metal Filing and Storage Cabinets

☐ Category 4 – Wood Veneer – Freestanding Products

☐ Category 5 – Ancillary and Lighting Products

☐ Product Related Services (*cannot be combined with Category 1-5 requirements for Tier 2 and 3*)

##### 2. Floor Plans

2.1 For Product Related Services requirements (*(IU to skip article 2 and complete Section A of Table 7 at article 3 of this Annex)*)

2.2 For Categories 1-5:

Scenario a. ☐ Does not include a floor plan

(*IU to skip article 2 and complete section A of Tables 1-3; Section A of Tables 4-6 if optional quantities are required; and Table 8 in its entirety at article 3 of this Annex.*)

# SOLICITATION AND RESULTING CONTRACT (RFB)

## SUPPLY ARRANGEMENT FOR WORK SPACES

(E60PQ-140003/xxx/PQ)

### VERSION 2

Scenario b. ☐ Includes floor plan(s) WITHOUT identification of GocUIDs in article 3 of this Annex.

*(IU to attach plan(s) to Annex C of this RFB and complete Section A of Tables 2-3, Section A of tables 5 -6 if optional quantities are required, and Table 8 in its entirety at article 3 of this Annex.*

*As a minimum, the IU must identify the following information on their approved floor plan provided as part of this RFB:*

- a) *All furniture (including sizes and dimensions);*
- b) *Furniture location and critical dimensions required to ensure conformance with all applicable codes, standards and regulations;*
- c) *Workstations and room numbers;*
- d) *Indications of powered and non-powered screens/panels;*
- e) *Indications of power poles locations;*
- f) *Electrical outlets;*
- g) *Telecommunications/data symbols;*
- h) *Lighting components requirements; and*
- i) *List of acceptable deviations from the original floor plans (if any).*

Refer to Annex A article 4 of the SA for Site inspection and Documentation instructions after contract award.

Site Inspection Date: \_\_\_\_\_ ( to be completed by IU at contract award)

Scenario c. ☐ Includes floor plan(s) WITH identification of GocUIDs in article 3 of this Annex.

*(IU to attach plan(s) to Annex C of this RFB and complete Section A of Tables 1-3; Section A of Tables 4-6 if optional quantities are required; and Table 8 in its entirety at article 3 of this Annex.*

*As a minimum, the IU must identify the following information on their approved floor plan provided as part of this RFB:*

- a) *All furniture (including sizes and dimensions);*
- b) *Furniture location and critical dimensions required to ensure conformance with all applicable codes, standards and regulations;*
- c) *Workstations and room numbers;*
- d) *Indications of powered and non-powered screens/panels;*
- e) *Indications of power poles locations;*
- f) *Electrical outlets;*
- g) *Telecommunications/data symbols;*
- h) *Lighting components requirement.*

*If there is a discrepancy between the floor plans and the pricing tables at article 3, the pricing tables will take precedence.*

Refer to Annex A article 4 of the SA for Site inspection and Documentation instructions after contract award.

Site Inspection Date: \_\_\_\_\_ ( to be completed by IU at contract award)

### 3. Product and Pricing Tables

Bidder to complete: Sections B of the tables identified by the IU in article 3 of this Annex as well as Tables 9 and 10. In a resulting contract, the term "Bid" means the Supplier's commitment, the term "Bidder" means "Contractor".

# SOLICITATION AND RESULTING CONTRACT (RFB)

## SUPPLY ARRANGEMENT FOR WORK SPACES

(E60PQ-140003/xxx/PQ)

### VERSION 2

(IU to insert either "firm unit" or "firm lot" or "firm price" or "firm hourly rate" in Section B of each of Tables 1-7 and make other corresponding adjustments.)

**Product Category:** \_\_\_\_\_ (Add Product Category #, Tables 1-10 (except 7) to be repeated for additional product categories)

**Table 1 – Product**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product (optional field)	Qty	Supplier Part Number	Firm _____ Price** \$	Extended Total [Qty x Price] \$
1						
2						
<b>**Must not exceed ceiling unit price in SA.</b>  Add more rows if necessary.				Product Total		\$

**Table 2 - Delivery**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)*	Supplier will deliver on the date and at the time below*	Firm _____ Price \$	Extended Total (Qty x Firm Unit Price) \$
1	[Building, Floor, civic address, etc.]	[Y/M/D]	[Normal] or [Outside Normal]	(Y) (M) (D) (T) (M) (D) (T)		

# SOLICITATION AND RESULTING CONTRACT (RFB)

## SUPPLY ARRANGEMENT FOR WORK SPACES

(E60PQ-140003/xxx/PQ)

### VERSION 2

<p>*If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time. [Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5] Add more rows if necessary.</p>	<p style="text-align: right;">Delivery Total:</p>	<p>\$</p>
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**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)*	Supplier will install on the date and at the time below*	Firm Price \$	Extended Total (Qty x Firm Unit Price) \$
1	[Building, Floor, civic address, etc.]	[Y/M/D]	[Normal] or [Outside Normal]	(Y) (M) (D) (T) (M) (D) (T)		
<p>*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. [Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5] Add more rows if necessary.</p>				<p style="text-align: right;">Installation Total:</p>	\$	

**Table 4 – Optional Product**

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID		
#	GoCUID	Description of Product (optional field)	Qty	Manufacturer Part Number	Firm Price** \$	Extended Total [Qty x Price] \$
1						
2						

# SOLICITATION AND RESULTING CONTRACT (RFB)

## SUPPLY ARRANGEMENT FOR WORK SPACES

(E60PQ-140003/xxx/PQ)

### VERSION 2

<p>** Must not exceed ceiling unit price in SA.</p> <p>Add more rows if necessary.</p>	Product Total:	\$
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**Table 5 – Optional Delivery**

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)*	Supplier will deliver on the date and at the time below*	Firm Price \$	Extended Total (Qty x Firm Unit Price) \$
1	[Building, Floor, civic address, etc.]	[Y/M/D]	[Normal] or [Outside Normal]	(Y) (M) (D) (T) (M) (D) (T)		
*If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time. [Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5] Add more rows if necessary.				Delivery Total:		\$

**Table 6 – Optional Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours	Supplier will install on the date and at the time below*	Firm Price \$	Extended Total (Qty x Firm Unit Price) \$

# SOLICITATION AND RESULTING CONTRACT (RFB)

## SUPPLY ARRANGEMENT FOR WORK SPACES

(E60PQ-140003/xxx/PQ)

### VERSION 2

			(Outside)*			
1	[Building, Floor, civic address, etc.]	[Y/M/D]	[Normal] or [Outside Normal]	(Y) (M) (D) (T) (M) (D) (T)		
*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. [Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5] Add more rows if necessary.			Installation Total:			\$

**Table 7 – Product Related Services**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Service Required (check applicable box)	Service	Description of Service (refer to Annex A for full definition of services)	Qty (number of hours)	Firm Hourly Rate** as per SA \$	Extended Total [Qty x Price] \$
___	Reconfiguration Services	Rearrange existing components			
___	Inventory and Assessment of existing furniture	___Identification of manufacturer and series ___Identification of type, finishes and colours, counts and sizes ___Assessment of condition of existing furniture ___Assessment of condition of existing electrical systems ___Provide drawing of the existing furniture layout			
Desired completion date for services: _____ Can this date be met? ___yes, if not please provide best completion date: _____  Add more lines as necessary if there is more than one desired date.				Product Related Services Total:	\$

**Table 8 – Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications**

1.	Standard Finishes
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1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within three business days of the contract award, the Contracting Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
<b>2.</b>	<b>Canada's Facilities to Accommodate the Delivery</b>	
2.1	Loading Dock/Location	
A	Location	[address]
B	Dock	[For non-standard size, if applicable]
C	Lift	<p>[Exists or does not exist]</p> <p>[weight capacity, e.g. ½ ton maximum]</p> <p>[Size – W x D]</p>
D	Door	[Size - H x W]
2.2	Freight Elevator	[Location]
2.3	Other (specify, if any)	
	<b>Continuance of Certifications</b>	
	<p>The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces, as follows:</p>	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.4	Product Conformance	
3.5	Price Certification (In accordance with the SA, Part 6B)	

**Table 9 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder)**

1	Product Total (Table 1)	\$
2	<b>Optional</b> Product Total (Table 4)	\$
3	Delivery Total (Table 2)	\$
4	<b>Optional</b> Delivery Total (Table 5)	\$
5	Installation Total (Table 3)	\$
6	<b>Optional</b> Installation Total (Table 6)	\$
7	Product Related Services Total (if applicable) (Table 7)	\$
8	Hardware Total as per article 1.5 of Annex A-1 of SA (if applicable)	\$
9	<b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7+8):</b>	\$
10	Applicable Tax(es):	\$
11	Total Estimated Cost (9+10):	\$

**Table 10 – Bidder's Authorized Representative**

Table 6 – Bidder's Authorized Representative		
1.	Bidder's Authorized Representative for the Bid and the Contract	
	Name:	Telephone:
		E-Mail:
		Other:

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**\*At contract award, “Total Evaluated (Bid) Price” becomes “Contract Price”.**

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VERSION 2

**ANNEX B  
SECURITY REQUIREMENTS**

*Instructions to IU:*

*Add this Annex B IF there are security requirements. The content of Annex B will be:*

- *Only the Security Requirement Check List if Section 2 of the contract, article 2.1 a is selected. Use clause A below.*
- *The SRCL and the contract clauses from PWGSC-CISD if Section 2 of the contract, article 2.1.b is selected. Use clause B below.*

A. The security requirements set out in the attached Security Requirements Check List (SRCL) apply to and form part of the Contract.

*IU to attach the SRCL*

B. The security requirements set out in the attached Security Requirements Check List (SRCL) and in the terms below apply to and form part of the Contract.

*IU to insert the contract clauses provided by CISD and attach the SRCL.*

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VERSION 2

**ANNEX C**  
**FLOOR PLANS(s)**

*Instructions to IU:*

*Add this Annex C if the requirement includes a Floor Plan(s). The content of Annex C will be:*

- *Floor Plan(s) in PDF or AutoCAD version*

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### VERSION 2

*I/U to use this page as page one at contract award. Attach Section 2 of the RFB including Annex A and, if applicable Annex B and C.*

#### Contract First Page

#### CONTRACT – CONTRAT

Canada accepts your bid to provide to Canada the goods, services or both described in the Contract in accordance with the conditions and at the prices set out in the Contract.

Project Title:		
Date of Contract:	Contract No.	Amendment No. (if applicable)
Financial Codes		
Total Estimated Cost	\$	
For the Minister (signature)		