



**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

**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 Office furniture	
Solicitation No. - N° de l'invitation 45045-150013/B	Date 2015-10-29
Client Reference No. - N° de référence du client 000006740	
GETS Reference No. - N° de référence de SEAG PW-\$\$PQ-968-68226	
File No. - N° de dossier pq968.45045-150013	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-12-08	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Dale, Evonne	Buyer Id - Id de l'acheteur pq968
Telephone No. - N° de téléphone (613) 853-6646 ()	FAX No. - N° de FAX (819) 956-5706
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: STATISTICS CANADA B1W21 170 TUNNEYS PASTURE OTTAWA Ontario K1A0T6 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

Furniture Division/Division des produits de l'ameublement
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

1.1 Security Requirements

There is no security requirement associated with this bid solicitation.

1.2 Requirement

Public Works and Government Services Canada on behalf of Statistics Canada has a requirement to supply, install and deliver various quantities of Chairs, Tables and Whiteboards to Ottawa, Ontario.

1.3 Debriefings

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

1.4 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

PART 2 - BIDDER INSTRUCTIONS

2.1 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 (2015-07-03) 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: 60 days

Insert: 120 days

2.2 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.

Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 7 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 question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 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

3.1 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)

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 Annex B - Price list . The total amount of Applicable Taxes must be shown separately.

3.1.1 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

3.1.2 SACC Manual Clauses

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

1.1.1.A. Mandatory Technical Criteria (MTC)	
MTC1	<p>The Bidder must provide descriptive information in the form of a price list, specification guide, catalogue, brochures or other.</p> <p>The descriptive information must include as a minimum the dimensions for item 2 being proposed at Annex B – Price list</p>

4.1.2 Financial Evaluation

SACC Manual Clause A0220T (2014-06-26), Evaluation of Price - Bid

4.2 Basis of Selection

4.2.1 SACC Manual Clause A0031T (2010-08-06), Basis of Selection – Mandatory Technical Criteria

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Declaration of Convicted Offences

As applicable, pursuant to subsection Declaration of Convicted Offences of section 01 of the Standard Instructions, the Bidder must provide with its bid, a completed Declaration Form (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

5.2.1 Integrity Provisions – List of Names

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from Employment and Social Development Canada (ESDC) - Labour's website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

5.2.3. Product Conformance

The Bidder certifies that all the products offered will conform to all specifications of, and meet the testing requirements detailed in Annex A – Statement of Work by no later than the closing date of the solicitation.

Bidder's Signature

Date

PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

6.1 Security Requirements

6.1.1 There is no security requirement applicable to this Contract.

6.2 Requirement

The contractor must provide the items detailed under the Price list at Annex "B".

6.3 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.

6.3.1 General Conditions

2010A (2015-07-03), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

Section 09, Warranty of general conditions 2010A is amended as follow:

DELETE: The warranty period will be twelve (12) months.

INSERT: The warranty period will be ten (10) years, with the exception of user adjustable components, which must have a warranty of five (5) years.

Section 09 entitled Warranty of general conditions 2010A is amended by deleting subsection 2 in its entirety and replacing it with the following:

1. The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

All other provisions of the warranty section remain in effect.

6.4 Authorities

6.4.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Evonne Dale
Title: Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Commercial and Consumer Products
11 Laurier Street, 6B3 44
Gatineau, Québec K1A 0S5

Telephone: 613-853-6646
Facsimile: 819-956-5706
E-mail address: evonne.dale@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.

6.4.2 Project Authority (Will be identified at contract award)

The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone : _____
Facsimile: _____
E-mail address: _____

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

6.4.3 Contractor's Representative (To be completed by the bidder)

Name: _____
 Telephone: _____
 Facsimile: _____
 E-mail address: _____

6.5 Payment**6.5.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in the Contract for a cost of \$ (to be inserted at Contract Award). Customs duties are included and Applicable Taxes are extra.

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

6.5.2 Limitation of Price

SACC Manual clause C6000C (2011-05-10) Limitation of Price

6.5.3 Single Payment

SACC Manual clause H1000C (2008-05-12) Single Payment

6.6 Invoicing Instructions

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

Invoices must be distributed as follows:

- A) The original and one (1) copy must be forwarded to the address shown on page 1 of the contract for certification and payment
- B) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.7 Certifications**6.7.1 Compliance**

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, 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.

6.7.2 Product Conformance Certification

The Contractor warrants that the Product Conformance Certification submitted by the Contractor is accurate and complete, and that the products provided under this Contract are in accordance with Annex A – Statement of Work. The Contractor must keep proper records and documentation relating to the product conformance and the Testing Requirements in Annex A. The Contractor must not, without obtaining the prior written consent of the Contracting Authority, dispose of any such records or documentation until the expiration of the Contract or the expiry date of the Warranty, whichever is later. All such records and documentation must at all times during the retention period be open to audit, inspection and examination by the representatives of Canada, who may make copies and take extracts.

Nothing in this clause must be interpreted as limiting the rights and remedies which Canada may otherwise have pursuant to this contract.

In addition, the Contractor must provide representatives of Canada access to all locations where any part of the Work is being performed at any time during working hours. Representatives of Canada may make examinations and such tests of the Work as they may think fit. The Contractor must provide all assistance and facilities, test pieces, samples and documentation that the representatives of Canada may reasonably require for the carrying out of the inspection, which may also include the submission of test reporting documentation as listed in Annex A. The Contractor must forward such person or location as the representatives of Canada specifies.

6.8 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

6.9 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2015-07-03);
- (c) Annex A, Statement of Work ;
- (d) Annex B, Price list
- (f) the Contractor's bid dated _____ (*insert date of bid*)

6.10 SACC Manual Clauses

A9068C (2010-01-11) Government Site Regulations
 B7500C (2006-06-16) Excess Goods
 G1005C (2008-05-12) Insurance

6.11 Installation Services

Installation services must be provided for the products contracted. The minimum level of service required is detailed below. The Contractor must:

1. Receive, unload, store and transport all products/pieces to the staging and/or installation site;
2. Unpack all pieces and inspect products for shipping damage;
3. Ensure all other products function properly and make minor adjustment/repairs;

6.12 Deficiency Procedures

The Contractor must adhere to the following deficiency procedures:

1. The Project Authority, in consultation with the Contractor, must prepare the deficiency list documenting all problems in every installation area;
2. The deficiency list must be forwarded by the Project Authority to the Contractor;
3. Within three business days of receipt of this deficiency list, the Contractor must complete all minor deficiencies and make all adjustments not requiring new parts;
4. For all deficiencies other than those identified in point 7, the Contractor must submit the plan of action with delivery dates or comparison dates within fourteen calendar days from receipt of the deficiency list from the Project Authority and;
5. The Contractor must notify the Project Authority when all deficiencies have been completed. If the Project Authority is satisfied with the deficiency corrections, the Project Authority must provide the Contractor a final sign-off that the deficiencies have been satisfied.

ANNEX "A" STATEMENT OF WORK

1. DESCRIPTION

- 1.1. These specifications are for the supply and delivery of collaborative furniture in various sizes. These items are for general office use by Federal Government employees.

2. PUBLICATIONS AND TEST METHODS

- 2.1. All referenced publications or test methods are to the latest issue by the closing date of solicitation unless otherwise indicated in the Annex.

3. PERFORMANCE REQUIREMENTS

3.1. SEATING:

3.1.1. Fabric:

- 3.1.1.1. Fabric must meet the following category requirements of the Association for Contract Textiles (ACT) Voluntary Performance Guidelines: Wet + Dry Crocking, Physical Properties, Flammability and Colorfastness to Light.
- 3.1.1.2. Fabric for the chair offered must have an abrasion resistance rating of 75,000 double rubs (DR) or more.
- 3.1.1.3. Fabric must be a minimum of two grades above the manufacturer's lowest standard fabric grade as published in the manufacturer's price guide.
- 3.1.1.4. Must be stain resistant fabric.
- 3.1.1.5. All finishes, fabric colour & pattern T.B.D. by designer from manufacturer's full range.
- 3.1.1.6. Patterns must align at seams.

3.1.2. Base/exposed frame:

- 3.1.2.1. Metal finish.
- 3.1.2.2. Painted components must be finished with powder coat paint.
- 3.1.2.3. Solid or veneer to be FSC (Forest Stewardship Council) certified requiring a FSC Chain of Custody certificate.

3.1.3. Seat/back Material:

- 3.1.3.1. Fabric
- 3.1.3.2. Urethane type: Seat/back material must be reinforced plastic and / or polyamide
- 3.1.3.3. Plastic Laminate:
- 3.1.3.4. All plastic laminates must meet the high pressure laminate acceptance criteria provided in CAN/CGSB-44.227- Freestanding Office Desk Products and Components.
- 3.1.3.5. Surfaces must have plastic laminate bonded to all exposed single and double faced sides.

4. TEST REQUIREMENTS

- 4.1. An Acceptable Test Facility must conduct all ANSI/BIFMA performance testing, CAN/CGSB dimensional testing and related test reports. An Acceptable Test Facility is defined as a laboratory that is accredited by a nationally recognized body such as Standards Council of Canada, A2LA (American Association for Laboratory Accreditation) or is listed on the Canadian General Standards Board (CGSB) Laboratory Acceptance Program for the applicable scope of testing requested.
- 4.2. Test reports must not be more than five (5) years old by the closing date of solicitation.

5. DETAILED REQUIREMENTS

5.1. Collaborative - Seat #1

5.1.1. Description:

- 5.1.1.1. Tablet chair with a curved back or straight back.

-
- 5.1.1.2. Enclosed upholstered outer frame.
 - 5.1.1.3. Back and seat cushions must be fixed or have Velcro attachment.
 - 5.1.1.4. Fully upholstered for a tailored look.
 - 5.1.1.5. Must have a minimum four casters of which two must be locking.
 - 5.1.1.6. Must have a universal, left or right hand tablet arm that must be adjustable or rotate and interchangeable from left or right side.
 - 5.1.1.7. 5.2.2.1.7 Must have fixed back, seat and armrests.
 - 5.1.2.Finishes:
 - 5.1.2.1. Stain resistant fabric
 - 5.1.2.2. Exposed base/legs to be metal finish, or wood or wood veneer.
 - 5.1.2.3. Tablet arm surface must be wood, wood veneer or laminate finish with coordinating edge material.
 - 5.1.3.Dimensions:
 - 5.1.3.1. Overall dimensions: min. 711mm W to max. 813mm W x min. 610mm D to max. 806mm D x min. 737mm H to max. 889mm H (min. 28"W to max. 32"W x min. 24"D to max. 31¾"D x min. 29"H to max. 35"H) +/-13 mm (1/2").
 - 5.1.3.2. Seat height must be between 406mm - 508mm (16" - 20") above finished floor.
 - 5.2. Collaborative - Seat #2
 - 5.2.1.Description:
 - 5.2.1.1. Lounge chair with a curved back or straight back.
 - 5.2.1.2. Enclosed upholstered outer frame.
 - 5.2.1.3. Back and seat cushions must be fixed or have Velcro attachment.
 - 5.2.1.4. Fully upholstered for a tailored look.
 - 5.2.1.5. Must have a minimum four casters of which two must be locking.
 - 5.2.1.6. Must have fixed back, seat and armrests.
 - 5.2.2.Finishes:
 - 5.2.2.1. Stain resistant fabric
 - 5.2.2.2. Exposed base/legs to be metal finish, or wood or wood veneer.
 - 5.2.3.Dimensions:
 - 5.2.3.1. Overall dimensions: min. 711mm W to max. 813mm W x min. 610mm D to max. 806mm D x min. 737mm H to max. 889mm H (min. 28"W to max. 32"W x min. 24"D to max. 31¾"D x min. 29"H to max. 35"H) +/-13 mm (1/2").
 - 5.2.3.2. Seat height must be between 406mm - 508mm (16" - 20") above finished floor.
 - 5.3. Collaborative - Seat #3
 - 5.3.1.Description:
 - 5.3.1.1. Three seater banquet with a straight low back.
 - 5.3.1.2. Enclosed upholstered outer frame.
 - 5.3.1.3. Back and seat cushions must be fixed or have Velcro attachment.
 - 5.3.1.4. Fully upholstered for a tailored look.
 - 5.3.1.5. Metal legs.
 - 5.3.1.6. Must have fixed back, seat.
 - 5.3.1.7. No arm rests.
 - 5.3.2.Finishes:
 - 5.3.2.1. Stain resistant fabric
 - 5.3.2.2. Exposed base/legs to be metal finish, or wood or wood veneer.
 - 5.3.3.Dimensions:
 - 5.3.3.1. Overall dimensions: min. 70" W to max. 74" W x min. 24" D to max. 32" D x min. 28.5" H to max. 34" H
 - 5.3.3.2. Seat height must be between 406mm - 508mm (16" - 20") above finished floor.
 - 5.4. Collaborative – End Table
 - 5.4.1.Description:
 - 5.4.1.1. C shape end table

-
- 5.4.1.2. Easy glide
 - 5.4.2.Finishes:
 - 5.4.2.1. Base/exposed frame:
 - 5.4.2.1.1. Metal finish.
 - 5.4.2.1.2. Painted components must be finished with powder coat paint.
 - 5.4.2.1.3. Solid or veneer
 - 5.4.2.2. Top surface must be wood, wood veneer or laminate finish with coordinating edge material.
 - 5.4.3.Dimensions:
 - 5.4.3.1. Overall dimensions: min. 16" W to max. 20" W x min.16" D to max. 20" D x min. 24" H to max. 29" H
 - 5.5. Collaborative – Mobile Whiteboard
 - 5.5.1.Description:
 - 5.5.1.1. Lockable casters
 - 5.5.1.2. Whiteboard both sides
 - 5.5.1.3. Frame to be metal
 - 5.5.2.Finishes:
 - 5.5.2.1. Painted white metal frame
 - 5.5.2.2. Painted components must be finished with powder coat paint
 - 5.5.3.Dimensions:
 - 5.5.3.1. Overall dimensions: min 34" W to max 38" W x min 64" H to max 68" H

ANNEX "B" Price list

Item	Item Description	Proposed model Number	Proposed Series	Quantity	Firm Unit Price	Extended Total (Quantity x Price per Unit)
1	Collaborative Seat # 1			18		
2	Collaborative Seat # 2			4		
3	Collaborative Seat # 3			6		
4	Collaborative – End Table			14		
5	Collaborative – Mobile Whiteboard			6		
Total Delivery and Transportation Price						
Total bid Price (Evaluated)						
Applicable Tax(es)						
Total						

Total firm lot Price for Evaluation (Including Delivery and Transportation) = \$ _____

ANNEX "B-1" DELIVERY and TRANSPORTATION

Delivery is to be done between 8am and 3pm Monday to Friday December 19th or on _____ (insert date)

Furniture to be delivered at:
 Statistics Canada
 Shipping / Receiving
 170 Tunney's Pasture Driveway
 Shipping/Receiving Jean-Talon Bldg (B1W21)
 Parkdale Avenue Loading Dock
 Ottawa, ON
 K1A 0T6

The Contractor is to advise the delivery schedule with the Project Authority at least 48 hours in advance of accessing the delivery destination