



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works and Government  
Services Canada/Réception des  
soumissions/Travaux publics et Services  
gouvernementaux Canada  
The Cambridge Building  
3 Queen Street/3, rue Queen  
Charlottetown  
Prince Edward Island  
C1A 4A2

**SOLICITATION AMENDMENT**  
**MODIFICATION DE L'INVITATION**

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**

All enquiries are to be submitted in writing to the Contracting Authority, Crystal Bysterveldt, either by facsimile or by e-mail at:  
crystal.bysterveldt@pwgsc.gc.ca.

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada  
The Cambridge Building  
3 Queen Street/3 rue, Queen  
PO Box 1268/CP 1268  
Charlottetown  
Prince Ed  
C1A 4A2

<b>Title - Sujet</b> Mobile Shelving Unit	
<b>Solicitation No. - N° de l'invitation</b> G9292-177113/A	<b>Amendment No. - N° modif.</b> 004
<b>Client Reference No. - N° de référence du client</b> G9292-177113	<b>Date</b> 2016-09-21
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$PWC-024-3939	
<b>File No. - N° de dossier</b> PWC-6-39065 (024)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2016-09-27</b>	
<b>Time Zone</b> Fuseau horaire Atlantic Daylight Saving Time ADT	
<b>F.O.B. - F.A.B.</b>	
<b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Bysterveldt, Crystal	<b>Buyer Id - Id de l'acheteur</b> pwc024
<b>Telephone No. - N° de téléphone</b> (902) 940-7122 ( )	<b>FAX No. - N° de FAX</b> (902) 566-7514
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

THIS ADDENDUM IS RAISED TO PROVIDE THE FOLLOWING ANSWERS TO QUESTIONS PROVIDED BY BIDDERS.

THE FOLLOWING CHANGES IN THE TENDER DOCUMENTS ARE EFFECTIVE IMMEDIATELY. THIS ADDENDUM WILL FORM PART OF THE CONTRACT DOCUMENTS.

**SEE AMENDED ANNEX “C” BELOW: AMENDED September 21/16**

**ANNEX “C”**

**TECHNICAL CRITERIA**

**MANDATORY REQUIREMENTS**

Bids MUST meet the mandatory requirements specified below. To demonstrate the requirements of the technical specifications are respected bidders MUST respond with complete specification and/or descriptive literature of the equipment being offered.

The complete specifications and/or descriptive literature should be submitted with the proposal but may be submitted afterwards. If the complete specifications and/or descriptive literature are not submitted as requested, the Contracting Authority will so inform the bidder and provide the Bidder with a time frame within which to meet this requirement. Failure to comply with the request of the Contracting Authority and to meet the requirement within that time period will render the bid non-responsive.

Any proposal which fails to meet the mandatory requirements will be deemed non-responsive.

**ATTENTION BIDDERS: WRITE BESIDE THE CRITERIA BELOW THE RELEVANT PAGE NUMBER(S) FROM YOUR PROPOSAL WHICH ADDRESSES THE ISSUE.**

	<b>Mandatory Specification Criteria</b>	<b>X-ref Page Number</b>	<b>Comments</b>
4.1	Mobile Shelving Unit		
4.1a	<b>General Cassette shelving</b>		
1	Manual mobile cassette shelving. Height from the base of the floor to the base of the top drawer, the minimum height of 51” and should not exceed 56”		
2	4” bumpers between closed mobile shelving		
3	Shelving must fit into a maximum space of 5981mm X 2438mm. (23’ x 8’)		
4	Cassette Tape is 4”H X4”L X 1”thick, pull out drawers dimensions minimum of 4” high- max of 5”, 2 drawers width equal within maximum 7’ space limitation		
5	1 pull out work shelf per bay of shelving		
6	Must house 15,300 cassette tapes in total for the whole system.		
7	Supplier must provide locking system for the cassettes- Drawers must be lockable, Supplier must provide locking system for open bay file shelving to prevent removal of paper files in non- business hours.		

	<p>G1-028 Security Use of Mobile Shelving</p> <p>3. Security Requirements 3.1 Commercial off the Shelf (COTS) Usage 3.2 Modifying Procedures for Storage of Protected A, Protected B and Confidential Information <a href="http://www.rcmp-grc.gc.ca/physec-secmat/pubs/g1-028-eng.htm#3.1">http://www.rcmp-grc.gc.ca/physec-secmat/pubs/g1-028-eng.htm#3.1</a></p>		
4.1b	<b>General Paper file shelving.</b>		
1	525-550 (linear feet of files) manual mobile, double faced, high density, paper file shelving		
2	4" bumpers between closed mobile shelving		
3	Maximum height to top useable shelf 77"		
4	7 usable shelves per bay		
5	4 dividers per shelf.		
6	1 pull out working drawer per bay of shelving		
7	Shelving must fit into maximum space of 8255mm x 2133mm (27' x 7')		
8	<p>Supplier must provide locking system for the cassettes- Drawers must be lockable, Supplier must provide locking system for open bay file shelving to prevent removal of paper files in non- business hours.</p> <p>G1-028 Security Use of Mobile Shelving 3. Security Requirements 3.1 Commercial off the Shelf (COTS) Usage 3.2 Modifying Procedures for Storage of Protected A, Protected B and Confidential Information <a href="http://www.rcmp-grc.gc.ca/physec-secmat/pubs/g1-028-eng.htm#3.1">http://www.rcmp-grc.gc.ca/physec-secmat/pubs/g1-028-eng.htm#3.1</a></p>		
4.2.1	Products required to have CSA or CUL must be properly marked or labelled indicating that the product has been inspected and approved and meets all safety requirements required by Canadian law.		
4.3.1	The Contractor must provide a written guarantee which has been signed and issued in the name of Her Majesty the Queen in Right of Canada, stating the Shelving units are guaranteed against any defects of material for a period of one year from the date of delivery, or the manufacturer's standard warranty period, whichever is longer.		
6.0	Completion and Delivery Dates		
6.1.1	Removal and disposal of the current 9 Electronic Kardex file holders to be completed prior to delivery of new shelving units.		
6.1.2	All shelving units, related products and materials with this contract must be delivered to the Bathurst location 6 - 8 weeks after award of contract.		
6.1.3	Installation of all shelving must be completed no later than 31 Jan 2017.		
7.0	All manuals and training to be delivered in a bilingual format.		
8.0	Contractor is responsible for Hiring and scheduling the Commissionaires, as required for all times their installation crew are on site, hours of work as per the Statement of Work		

**1. QUESTION**

Hours of Work: Is it possible to have work done during regular business hours – Start Times at 8 am / Finish Times at 8pm? As a vendor we will work with HRSDC to coordinate movement through the building for the removal, disposal and installation. The hours of 5 pm to 6 am provide a lot of down time for a large installation team needed to remove the existing. It's typical that we work and install during regular business hours for Federal Departments. Coordinating Hammer Drilling etc. is possible for after a 5 pm time line when staff leaves.

**ANSWER**

No, Hours of work as posted in tender.

**2. QUESTION**

A supplier asked how deep was the elevator. We looked at the elevator and CKG informed us the size of the elevator is 6 feet front by 7 ½ feet. The doors are 8 ft. wide.

**ANSWER**

Freight elevator and these dimensions are correct.

**3. QUESTION**

3 shelving units being removed on the 2nd floor east- a supplier measured the length from the floor to the light fixture and it is 93 ½ inches. Please reconfirm with the client.

**ANSWER**

The measurement from floor to light fixture is 93 ½ inches.

**4. QUESTION**

Confirmation will be requested from the suppliers regarding the accurate dimensions for the shelving. The drawings shows less feet than the written information in the tender.

**ANSWER**

The max space in the sow and the proposed drawings will be different, the shelving in the drawing is smaller than the overall space to show allowable for aisle way. Each supplier will have different dimensions for their product.

**5. QUESTION**

Murray said the shelving must have the ability to lock. The current specs does not included this requirement but it is mandatory.

**ANSWER**

**Add 4.1A7 to Annex “A” – Statement of Work:**

Supplier must provide locking system for the cassettes- Drawers must be lockable,  
Supplier must provide locking system for open bay file shelving to prevent removal of  
paper files in non- business hours.

G1-028 Security Use of Mobile Shelving

3. Security Requirements

3.1 Commercial off the Shelf (COTS) Usage

3.2 Modifying Procedures for Storage of Protected A, Protected B and Confidential  
Information

<http://www.rcmp-grc.gc.ca/physec-secmat/pubs/g1-028-eng.htm#3.1>

**Add 4.1B8 to Annex “A” – Statement of Work:**

Supplier must provide locking system for the cassettes- Drawers must be lockable,  
Supplier must provide locking system for open bay file shelving to prevent removal of  
paper files in non- business hours.

G1-028 Security Use of Mobile Shelving

3. Security Requirements

3.1 Commercial off the Shelf (COTS) Usage

3.2 Modifying Procedures for Storage of Protected A, Protected B and Confidential  
Information

<http://www.rcmp-grc.gc.ca/physec-secmat/pubs/g1-028-eng.htm#3.1>

**6. QUESTION**

CSA is listed in the mandatory specs but it is not required. Please reconfirm with the  
client.

**ANSWER**

The SOW asks for CSA or CUL.

**7. QUESTION**

Can a bin be left on the premises by the loading dock? Murray said a bin can be left  
on the premises on the week-ends. Please reconfirm with client about the afterhours and  
week-ends for the bins.

**ANSWER**

Trash bin can be placed in loading dock area on a Friday afternoon but would have to be removed before Monday morning at 7:00

**8. QUESTION**

The suppliers were concerned about the cost of the commissionaires. Is there a standard a cost and list available for their services?

**ANSWER**

Corp Of Commissionaires have first right of refusal for security with all gov't departments. Please contact Corp Of Commissionaires headquarters to obtain quotes/rates.

**9. QUESTION**

Can you confirm the shelving height of 75" is correct?

**ANSWER**

The correct height should be 77"