



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada
Room 100,
167 Lombard Ave.
Winnipeg
Manitoba
R3B 0T6
Bid Fax: (204) 983-0338

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

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 - Western
Region
Room 100
167 Lombard Ave.
Winnipeg
Manitoba
R3B 0T6

Title - Sujet Hospitality Grade Furniture CHARS	
Solicitation No. - N° de l'invitation ET025-171747/A	Date 2016-12-02
Client Reference No. - N° de référence du client INAC ET025-171747	
GETS Reference No. - N° de référence de SEAG PW-\$WPG-070-10067	
File No. - N° de dossier WPG-6-39161 (070)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-01-16	Time Zone Fuseau horaire Central Standard Time CST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Barenz, Leanne	Buyer Id - Id de l'acheteur wpg070
Telephone No. - N° de téléphone (204) 229-6909 ()	FAX No. - N° de FAX (204) 983-7796
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: INAC Cambridge Bay NU Eddy St Gatineau QC K1A 0H4 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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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POINT RATED CRITERIA44

PART 1 - GENERAL INFORMATION

1.1 Requirement

The requirement is detailed under Article 6.2 of the resulting contract clauses

1.2 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.

1.3 Comprehensive Land Claims Agreement(s)

This procurement is subject to the following Comprehensive Land Claims Agreement(s):

- Nunavut Land Claim Agreement

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 (2016-04-04) 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: 90 days

2.1.1 SACC Manual Clauses

B1000T (2014-06-26) Condition of Material – Bid

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.

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 Manitoba.

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.

2.5 Bidders' Conference

A bidders' conference will be held on December 15, 2016 to provide information and opportunities for bidders to ask questions about the solicitation and the procurement process. Supplier's attendance is optional. The bidders' conference will be held at Public Works and Government Services Canada (PWGSC), 167 Lombard Avenue, Winnipeg, Manitoba via web-ex and teleconference. The bidders' conference will begin at 1:00 pm Central Standard Time.

Bidders are requested to communicate with the Contracting Authority before the conference to confirm attendance and to receive teleconference instructions. Bidders are to provide, in writing, to the Contracting Authority, the names(s) of the person(s) who will be attending and a list of issues they wish to table no later than December 13, 2016. Any clarifications or changes to the bid solicitation resulting from the bidders' conference will be included as an amendment to the bid solicitation. Bidders who do not participate in the bidders' conference will not be precluded from submitting a bid.

Contracting Authority Leanne Barenz
Telephone: 204-229-6909
Email: leanne.barenz@pwgsc.gc.ca

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 Basis of Payment. The total amount of Applicable Taxes must be shown separately.

3.1.1 Exchange Rate Fluctuation

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

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

- (a) Bidder must be able to perform the full scope of the work described in the Annex A, Requirement and meet the Minimum Mandatory Performance Specifications detailed in the Compliance Matrix.
- (b) Bidder must complete the Compliance Matrix detailed in Annex A, Requirement. Completion is defined as indication of compliance to each mandatory criterion as outlined in Annex A, Requirement

4.1.1.2 Point Rated Technical Criteria

Refer to Annex E, 2.2 Point Rated Criteria.

4.1.1.2.1 Inuit Benefits Plan

In this requirement, the **Inuit Benefits Plan** will form part of a bidder's technical bid, in accordance with the criteria listed in Annex C, Nunavut Land Claims Agreement, Annex E, Point Rated Criteria

It is not mandatory for Bidders to include the Inuit Benefits Plan as part of their proposal.

4.1.2 Financial Evaluation

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

4.2 Basis of Selection

4.2.1 Basis of Selection - Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria; and
 - c. obtain the required minimum points specified for each Point Rated criteria number R1 for technical evaluation. Point Rated Criteria R2 and R3 have no pass mark. The rating is performed on a scale of 60 points.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.

5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)				
		Bidder 1	Bidder 2	Bidder 3
Overall Technical Score		115/135	89/135	92/135
Bid Evaluated Price		\$55,000.00	\$50,000.00	\$45,000.00
Calculations	Technical Merit Score	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
	Pricing Score	$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
Combined Rating		83.84	75.56	80.89
Overall Rating		1st	3rd	2nd

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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list at the time of contract award.

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

There is no security requirement applicable to this Contract.

6.2 Requirement

The Contractor must provide the items detailed under the "Statement of Work" at Annex "A".

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 (2016-04-04), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Delivery Date

All the deliverables must be received on or before June 19, 2017.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Leanne Barenz
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
100 - 167 Lombard Avenue
Winnipeg, MB. R3B 0T6

Telephone: 204 229-6909
Fax: 204 983-7796
Email: leanne.barenz@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.

6.5.2 Project Authority

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.

6.5.3 Contractor's Representative

Name: _____
Title: _____
Organization: _____
Address: _____
Telephone: _____
Facsimile: _____
Email: _____

6.6 Payment

6.6.1 Basis of Payment – Milestone Payments - Subject to Holdbacks

1. Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract, up to 90 percent of the amount claimed and approved by Canada if:
 - a. an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - b. the total amount for all milestone payments paid by Canada does not exceed 90% percent of the total amount to be paid under the Contract;
 - c. all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives;
 - d. all work associated with the milestone and as applicable any deliverable required have been completed and accepted by Canada.
2. The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all Work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted.

6.6.2 Multiple Payments

SACC Manual clause H1001C (2008-05-12) Multiple Payments

6.6.3 Inspection and Acceptance

The Technical Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of

Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

6.7 Invoicing Instructions

1. The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment.
Each claim must show:
 - a. all information required on form PWGSC-TPSGC 1111;
 - b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
 - c. a list of all expenses;
 - d. the description and value of the milestone claimed as detailed in the Contract.
2. Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.
3. The Contractor must prepare and certify one original and two (2) copies of the claim on form PWGSC-TPSGC 1111, and forward it to the Project Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place. The Project Authority will then forward the original and two (2) copies of the claim to the Contracting Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.
4. The Contractor must not submit claims until all work identified in the claim is completed.

6.8 Certifications

6.8.1 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.

6.9 Applicable Laws

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

6.10 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 (2016-04-04), General Conditions - Goods (Medium Complexity);

- (c) Annex A, Statement of Work ;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Nunavut Land Claim Agreement;
- (f) Annex D, Inuit Benefits Plan, if applicable;
- (g) Annex E, Point rated Criteria
- (h) the Contractor's bid dated _____.

6.11 SACC Manual Clauses

A9068C	(2010-01-11)	Government Site Regulations
B7500C	(2006-06-16)	Excess Goods
C2000C	(2007-11-30)	Taxes – Foreign-based Contractor
C5201C	(2008-05-12)	Prepaid Transportation Costs

6.12 Insurance

SACC Manual clause G1005C (2008-05-12), Insurance

ANNEX "A"

Statement of Work

Project No. R.042393.010

SPECIFICATIONS

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SPECIFICATIONS:

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	01 61 00	Common Product Requirements	3
	01 78 00	Closeout Submittals	3
DIVISION 12	12 50 00.01	Furniture:Bunk Beds	1
	12 50 00.02	Furniture:Beds	1
	12 50 00.03	Furniture:Bedroom Storage	1
	12 50 00.04	Furniture:Tables	1
	12 50 00.05	Furniture:Chairs	1
	12 50 00.06	Furniture:Soft Seating	1
	12 50 00.07	Furniture:Storage	1
	12 50 00.08	Furniture:Lighting	1

COMPLIANCE MATRIX

ANNEX A1	12 50 00.01	Desirable Criteria:Bunk Beds	1
ANNEX A2	12 50 00.02	Mandatory Criteria:Beds	1
	12 50 00.03	Mandatory Criteria:Bedroom Storage	1
	12 50 00.04	Mandatory Criteria:Tables	1
	12 50 00.05	Mandatory Criteria:Chairs	1
	12 50 00.06	Mandatory Criteria:Soft Seating	1
	12 50 00.07	Mandatory Criteria:Storage	1
	12 50 00.08	Mandatory Criteria:Lighting	1
ANNEX A3	12 50 00.02	Point Rated Criteria:Beds	1
	12 50 00.03	Point Rated Criteria:Bedroom Storage	1
	12 50 00.04	Point Rated Criteria:Tables	1
	12 50 00.05	Point Rated Criteria:Chairs	1
	12 50 00.06	Point Rated Criteria:Soft Seating	1
	12 50 00.07	Point Rated Criteria:Storage	1
	12 50 00.08	Point Rated Criteria:Lighting	1

- .1 The Contractor is responsible for acquiring storage, if required.
- .2 Do not encumber site with materials or equipment.
- .3 Move stored products or equipment that interferes with operations of Owner, Project Authority or other contractors.
- .4 Not used.
- .5 Not used.
- .6 Store products subject to damage from weather in weatherproof enclosures and at appropriately controlled temperature.
- .7 Where security is affected by installation, provide temporary means to maintain security of lease housing units.
- .8 Sanitary facilities: the Contractor's personnel are permitted to use the dwelling bathrooms. Keep facilities clean and return in same condition as prior to start of furniture delivery and installation. Provide protection for flooring, walls and countertops.

1.8 SITE PROTECTION

- .1 Prior to installation of furniture, the Contractor shall conduct a thorough inspection of the premises with the Project Authority in order to document the existing conditions of the site. The contractor shall provide a list of all damage and shall not proceed with delivery and installation until the Project Authority has approved the list.
- .2 Keep the site clean and return in same condition as prior to start of furniture delivery and installation. Provide protection for flooring, walls, door jambs, etc. with cardboard or polyurethane sheeting as required.

1.9 PROTECTION OF FURNITURE

- .1 Protection:
 - .1 Protect furniture against damage until take-over.
 - .2 Protect adjacent work against the spread of dust and dirt beyond the work areas.
 - .3 Protect users of site from all hazards until take-over.

1.10 EXAMINATION and PREPARATION

- .1 Examine site and conditions likely to affect furniture installation and be familiar and conversant with existing conditions.

1.11 FIELD QUALITY CONTROL

- .1 Carry out Work using qualified certified licensed installers in accordance with furniture manufacturers training and qualification requirements.

1.12 WASTE MANAGEMENT

- .1 The Contractor must identify a waste management representative; this person will be responsible for the supervision of the disposal of waste materials.
- .2 The Contractor is responsible for the uncrating, unpacking, identification, transportation, recycling and disposal of all waste material. Gather and store materials as work progresses.
- .3 The Contractor has to fully comply with all regulations and sorting for the local landfill site.
- .4 The Contractor has to fully comply with all municipal, provincial and federal regulations for waste disposal.
- .5 Contractor must make arrangements and pay for waste and recycling containers.
- .6 Minimize waste and packaging as much as possible.

1.13 CLEANING

- .1 General:
 - .1 Keep site clean and free of accumulation of waste.
 - .2 Use skill labour for cleaning purposes, as per manufacturer's recommendations.
 - .3 Conduct cleaning and disposal operations to comply with municipal, provincial and federal ordinances and anti-pollution laws.
- .2 Materials:
 - .1 Use cleaning materials, products and methods as recommended by furniture manufacturer.
- .3 Installation Phase Cleaning:
 - .1 Remove packaging and waste materials from site daily, at regularly scheduled times or as directed by Project Authority.
 - .2 Keep passages and access routes completely clear of materials and equipment at all times.
- .4 Final Phase Cleaning:
 - .1 Removal of temporary protection to be coordinated with Project Authority for Substantial Completion and Final Inspection.

- .2 Remove surplus furniture, tools and equipment not required for the rest of the work, and record defects at this stage.
- .3 Remove debris and waste material, excluding those caused by the Project Authority or other contractors having worked in the same area, if applicable.
- .4 Complete final cleaning to prepare the furniture to allow occupation of premises:
 - .1 Remove soil, grease, dust, dirt, stains, paint spots, labels, fingerprints, and other foreign materials, from interior and exterior finished surfaces including glass and other polished surfaces.
 - .2 Clean manufactured articles in accordance with manufacturer's written instructions.
 - .3 Do not remove approval labels.
 - .4 Replace cracked, scratched or otherwise damaged furniture elements.
 - .5 Clean light fixtures, reflectors, lenses and other fixture surface.
 - .6 Clean hardware, mechanical fixtures, cover plates and equipment.
 - .7 Examine finishes, accessories and equipment to ensure that they satisfy the prescribed requirements as to the function and quality of execution.

1.14 PRECEDENCE

- .1 Division 1 takes precedence over other sections. Identify to the Project Authority any conflicts in other sections.

1.15 PHOTOGRAPHS

- .1 No photography is permitted within the building without the written permission of the Project Authority. Electronic copies of all permitted photographs must be provided digitally to the Project Authority. Project Authority reserves the right to request deletion all photos that do not comply with Federal Government standards (i.e. photos of Federal employees).

Part 2 Products

2.1 NOT USED

- .1 Not used.

Part 3 Execution

3.1 NOT USED

 .1 Not used.

END OF SECTION

PART 1 - GENERAL

1.1 RELATED REQUIREMENTS .1 Section 01 00 10 - General Instructions.

- 1.2 ADMINISTRATIVE .1 Submit to Project Authority submittals listed for review. Submit promptly and in orderly sequence to not cause delay, assuming ten (10) business days for submittal review process. Failure to submit in ample time is not considered sufficient reason for extension of Contract Time and no claim for extension by reason of such default will be allowed.
- .2 Do not proceed with furniture production until furniture item submittal review(s) are reviewed and accepted.
- .3 Present shop drawings, installation drawings, product data and/or samples in SI Metric units.
- .1 Where items or information is not produced in SI Metric units converted values are acceptable.
- .5 Review submittals prior to submission to Project Authority. This review represents that necessary requirements have been determined and verified, or will be, and that each submittal has been checked and co-ordinate with requirements of Contract Documents. Submittals not stamped, signed, dated and identified as to specific project will be returned without being examined and considered rejected.
- .6 Not used.
- .7 Contractor's responsibility for errors and omissions in submission is not relieved by Project Authority's review of submittals.
- .8 Contractor's responsibility for deviations in submission from requirements of Contract Documents is not relieved by Project Authority review.
- .9 Keep one reviewed copy of each submission on site.
- 1.3 SHOP DRAWINGS AND PRODUCT DATA .1 The term "shop drawings" means drawings, diagrams, illustrations, schedules, performance charts, brochures and other data which are to be provided by Contractor to illustrate details of a portion of Work.

.2 Indicate materials, methods of construction/fabrication and attachment or anchorage, erection diagrams, connections, explanatory notes and other information necessary for completion of Work. Where articles or equipment attach or connect to other articles or equipment, indicate that such items have been coordinated, regardless of Section under which adjacent items will be supplied and installed. Indicate cross references to layout plans and specifications.

.4 Allow 10 days for Project Authority's review of each submission.

.5 Adjustments made on shop drawings by Project Authority are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to Project Authority prior to proceeding with Work.

.6 Make changes in shop drawings as Project Authority may require, consistent with Contract Documents. When resubmitting, notify Project Authority Consultant in writing of revisions other than those requested.

.7 Accompany submissions with transmittal letter, containing:

- .1 Date.
- .2 Project title and number.
- .3 Contractor's name and address.
- .4 Identification and quantity of each shop drawing, product data and sample.
- .5 Other pertinent data.

.8 Submissions include:

- .1 Date and revision dates.
- .2 Project title and number.
- .3 Name and address of:
 - .1 Subcontractor.
 - .2 Supplier.
 - .3 Manufacturer.
- .4 Contractor's stamp, signed by Contractor's authorized representative certifying approval of submissions, verification of field measurements and compliance with Contract Documents.
- .5 Details of appropriate portions of Work as applicable:
 - .1 Fabrication.
 - .2 Layout, showing dimensions, including identified field dimensions, and clearances.
 - .3 Setting or erection details.
 - .4 Capacities.
 - .5 Performance characteristics.

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- .6 Standards.
 - .7 Operating weight.
 - .8 Wiring diagrams.
 - .9 Not used
 - .10 Relationship to adjacent work.
 - .9 After Project Authority's review, distribute copies as follows:
 - .1 Submit electronic copy of all submittals for each requirement requested in specification Sections and as Project Authority may reasonably request.
 - .2 Submit electronic copies of product data sheets or brochures for requirements requested in specification Sections and as requested by Project Authority where shop drawings will not be prepared due to standardized manufacture of product.
 - .12 Submit electronic copies of test reports for requirements requested in specification Sections and as requested by Project Authority.
 - .1 Report signed by authorized official of testing laboratory that material, product or system identical to material, product or system to be provided has been tested in accord with specified requirements.
 - .2 Testing must have been within 3 years of date of contract award for project.
 - .13 Submit electronic copies of certificates for requirements requested in specification Sections and as requested by Project Authority.
 - .1 Statements printed on manufacturer's letterhead and signed by responsible officials of manufacturer of product, system or material attesting that product, system or material meets specification requirements.
 - .2 Certificates must be dated after award of project contract complete with project name.
 - .14 Submit electronic copies of manufacturer's instructions for requirements requested in specification Sections and as requested by Project Authority.
 - .1 Pre-printed material describing installation of product, system or material, including special notices and Material Safety Data Sheets concerning impedances, hazards and safety precautions.
 - .15 Documentation of the testing and verification actions taken by manufacturer's representative to confirm compliance with manufacturer's standards or

instructions.

- .16 Submit electronic copies of Operation and Maintenance Data for requirements requested in specification Sections and as requested by Project Authority.
- .17 Delete information not applicable to project.
- .18 Supplement standard information to provide details applicable to project.
- .19 If upon review by Project Authority, no errors are made, copies will be returned and fabrication and installation of Work may proceed. If shop drawings are rejected, noted copy will be returned and resubmission of corrected shop drawings, through same procedure indicated above, must be performed before fabrication and installation of Work may proceed.
- .20 The review of shop drawings by Public Services and Procurement Canada (PSPC) is for sole purpose of ascertaining conformance with general concept.
 - .1 This review shall not mean that PSPC approves detail design inherent in shop drawings, responsibility for which shall remain with Contractor submitting same, and such review shall not relieve Contractor of responsibility for errors or omissions in shop drawings or of responsibility for meeting requirements of construction and Contract Documents.
 - .2 Not used.
- .1 Submit for review samples in duplicate as requested in respective specification Sections. Label samples with origin and intended use.
- .2 Deliver samples prepaid to Project Authority's business address.
- .3 Not used.
- .4 Where colour, pattern or texture is criterion, submit full range of samples.
- .5 Adjustments made on samples by Project Authority are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to Project Authority prior to proceeding with Work.
- .6 Make changes in samples which Project Authority may require, consistent with Contract Documents.

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- .7 Reviewed and accepted samples will become standard of workmanship and material against which installed Work will be verified.

PART 2 - PRODUCTS

- 2.1 NOT USED .1 Not Used.

PART 3 - EXECUTION

- 3.1 NOT USED .1 Not Used.

PART 1 - GENERAL1.1 RELATED
REQUIREMENTS

- .1 Section 01 00 10 - General Instructions.

1.2 REFERENCES

- .1 Northwest Territories and Nunavut:
 - .1 Safety Act. R.S.N.W.T., 2015, c.S-1.

1.3 ACTION AND
INFORMATIONAL
SUBMITTALS

- .1 Make submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Submit site-specific Health and Safety Plan: Within 7 days after date of Notice to Proceed and prior to commencement of Work. Health and Safety Plan must include:
 - .1 Results of site specific safety hazard assessment.
 - .2 Results of safety and health risk or hazard analysis for site tasks and operation found in work plan.
- .3 Submit a copy of Contractor's authorized representative's work site health and safety inspection reports to Project Authority weekly.
- .4 Submit copies of reports or directions issued by Federal and Provincial health and safety inspectors.
- .5 Submit copies of incident and accident reports within 24 hours.
- .6 Submit WHMIS MSDS - Material Safety Data Sheets in accordance with Section 01 00 10 - General Instructions.
- .7 Project Authority will review Contractor's site-specific Health and Safety Plan and provide comments to Contractor within 7 days after receipt of plan. Revise plan as appropriate and resubmit plan to Project Authority within 7 day s after receipt of comments from Project Authority.
- .8 Project Authority's review of Contractor's final Health and Safety plan should not be construed as approval and does not reduce the Contractor's overall responsibility for overall Health and Safety.
- .9 Medical Surveillance: where prescribed by legislation, regulation or safety program, submit certification of medical surveillance for site

personnel prior to commencement of Work, and submit additional certifications for any new site personnel to Project Authority.

1.4 SAFETY ASSESSMENT

- .1 Perform site specific safety hazard assessment related to Work.
- .2 Where the term "Work", is used in this section it includes materials, scaffolding, labour, tools, equipment, transport and supervision required for installation, including any site fabrication, of furniture, which shall conform to the drawings and specifications and documents indicated in this project manual, including work which is implicitly required and necessary for completion of the work, as well as all related work areas not in this project but affected because of it, and repairs and replacements made necessary because of demolition work, if applicable, or as required, by all disciplines, with materials identical to or compatible with the existing.

1.5 MEETINGS

- .1 Schedule and administer Health and Safety meeting with Project Authority prior to commencement of Work.

1.6 GENERAL REQUIREMENTS

- .1 Develop written site-specific Health and Safety Plan based on hazard assessment prior to beginning site Work and continue to implement, maintain, and enforce plan until final demobilization from site. Health and Safety Plan must address project specifications.
- .2 Project Authority may respond in writing, where deficiencies or concerns are noted and may request re-submission with correction of deficiencies or concerns.

1.7 RESPONSIBILITY

- .1 Be responsible and assume the role of "Constructor" as described in the local legislation for only their scope and areas of work as defined in this Project Specification.
- .2 Assume responsibility for health and safety of all other contractors present on site under the prescriptions of the present section.
- .3 Comply with and enforce compliance by employees with safety requirements of Contract Documents, applicable federal, provincial and local statutes, regulations, and ordinances, and with site-specific Health and Safety Plan.

1.8 COMPLIANCE REQUIREMENTS

- .1 Comply with Safety Act, General Safety Regulations, R.S.N.W.T., 2015, c.S-1.

1.9 UNFORSEEN HAZARDS

.1 When unforeseen or peculiar safety-related factor, hazard, or condition occur during performance of Work, follow procedures in place for Employee's Right to Refuse Work in accordance with Acts and Regulations of Province having jurisdiction and advise Project Authority verbally and in writing.

1.10 POSTING OF DOCUMENTS

.1 Ensure applicable items, articles, notices and orders are posted in conspicuous location on site in accordance with Acts and Regulations of Province or Territory having jurisdiction, and in consultation with Project Authority.

1.11 CORRECTION OF NON-COMPLIANCE

- .1 Immediately address health and safety non-compliance issues identified by authority having jurisdiction or by Project Authority.
- .2 Provide Project Authority with written report of action taken to correct non-compliance of health and safety issues identified.
- .3 Project Authority may stop Work if non-compliance of health and safety regulations is not corrected.

1.12 WORK STOPPAGE

- .1 Give precedence to safety and health of public and site personnel and protection of environment over cost and schedule considerations for Work.

PART 2 - PRODUCTS2.1 NOT USED

- .1 Not used.

PART 3 - EXECUTION3.1 NOT USED

- .1 Not used.

PART 1 - GENERAL1.1 RELATED
REQUIREMENTS

- .1 Section 01 00 10 - General Instructions.

1.2 REFERENCES

- .1 Within text of each specifications section, reference may be made to reference standards.
- .2 Conform to these reference standards.
- .3 If there is question as to whether products or systems are in conformance with applicable standards, Project Authority reserves the right to have such products or systems tested to prove or disprove conformance at the Contractor's expense.

1.3 QUALITY

- .1 Products, materials, equipment and articles incorporated in Work shall be new, not damaged or defective, and of best quality for purpose intended. If requested, furnish evidence as to type, source and quality of products provided.
- .2 Defective products, whenever identified prior to completion of Work, will be rejected, regardless of previous inspections. Inspection does not relieve responsibility, but is precaution against oversight or error. Remove and replace defective products at own expense and be responsible for delays and expenses caused by rejection.
- .3 Should disputes arise as to quality or fitness of products, decision rests strictly with Departmental Representative based upon requirements of Contract Documents.
- .4 Unless otherwise indicated in specifications, maintain uniformity of manufacture for any particular or like item throughout building.
- .5 Permanent labels, trademarks and nameplates on products are not acceptable in prominent locations.

1.4 STORAGE, HANDLING
AND PROTECTION

- .1 Handle and store products in manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions when applicable.
- .2 Store packaged or bundled products in original and undamaged condition with manufacturer's seal and labels intact. Do not remove from packaging or bundling until required in Work.
- .3 Not used.

- .4 Remove and replace damaged products at own expense and to satisfaction of Project Authority.
- .5 Touch-up damaged factory finished surfaces to Project Authority's satisfaction. Use touch-up materials to match original. Do not paint over name plates.

1.5 TRANSPORTATION

- .1 Pay costs of transportation of products required in performance of Work. Transportation includes delivery from the manufacturing facility to the project site in Cambridge Bay, Nunavut.

1.6 MANUFACTURER'S INSTRUCTIONS

- .1 Not Used.
- .2 Notify Project Authority in writing, of conflicts between specifications and manufacturer's instructions, so that Project Authority will establish course of action.
- .3 Improper installation or erection of products, due to failure in complying with these requirements, authorizes Project Authority to require removal and re-installation at no increase in Contract Price or Contract Time.

1.7 QUALITY OF WORK

- .1 Ensure Quality of Work is of highest standard, executed by workers experienced and skilled in respective duties for which they are employed. Immediately notify Project Authority if required Work is such as to make it impractical to produce required results.
- .2 Decisions as to standard or fitness of Quality of Work in cases of dispute rest solely with Project Authority, whose decision is final.

1.7 CO-ORDINATION

- .1 Ensure co-operation of installers on site. Maintain efficient and continuous supervision.
- .2 Be responsible for coordination and placement of furniture and accessories.

1.8 REMEDIAL WORK

- .1 Perform remedial work required to repair or replace parts or portions of Work identified as defective or unacceptable. Co-ordinate adjacent affected Work as required.
- .2 Perform remedial work by specialists familiar with materials affected. Perform in a manner to neither damage nor put at risk any portion of Work.

PART 2 - PRODUCTS

2.1 NOT USED .1 Not Used.

PART 3 - EXECUTION

3.1 NOT USED .1 Not Used.

PART 1 - GENERAL

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| 1.1 RELATED <u>REQUIREMENTS</u> | .1 | Section 01 00 10 - General Instructions. |
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| 1.2 ADMINISTRATIVE
<u>REQUIREMENTS</u> | .1 | Pre-warranty Meeting:
.1 Convene meeting one week prior to Work completion with Project Authority, in order to:
.1 Verify Project requirements.
.2 Review manufacturer's installation instructions and warranty requirements.
.2 Project Authority to establish communication procedures for:
.1 Notifying installation warranty defects.
.2 Determine priorities for type of defects.
.3 Determine reasonable response time. |
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| 1.3 ACTION AND
<u>INFORMATIONAL SUBMITTALS</u> | .1 | Provide submittals in accordance with Section 01 33 00 - Submittal Procedures. |
| | .2 | Three weeks prior to installation completion, submit to Project Authority one electronic draft copy of operating and maintenance manuals in French or English for review and approval. Two weeks prior to installation completion, submit to the Project Authority, four final copies of operating and maintenance manuals, complete with revisions if required. |
| | .3 | Provide two sets of special tools of same quality and manufacture as products provided in Work. |
| | .4 | Provide evidence, if requested, for type, source and quality of products supplied. |
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| 1.4 <u>FORMAT</u> | .1 | Organize data as instructional manual. |
| | .2 | Binders: vinyl, hard covered, 3 'D' ring, loose leaf 219 x 279 mm with spine and face pockets. |
| | .3 | When multiple binders are used correlate data into related consistent groupings.
.1 Identify contents of each binder on spine. |
| | .4 | Cover: identify each binder with type or printed title 'Project Record Documents'; list title of project, building name and address, project number and project completion date. Identify subject matter of contents. |
| | .5 | Arrange content as follows: |

- A. Signed Letter of Warranty: dated; identifying project by name; project number; location and warranty period. Any extended furniture warranty must also be identified.
- B. Contact information for all sub-contractors and suppliers.
- C. As built installation drawings - changes marked in red ink per 1.7.
- D. Copy of all reviewed shop drawings.
- E. Copy of specific service and maintenance manual for new furniture and accessories.

- .6 Provide tabbed fly leaf for each separate product category, with typed description of product and major component parts.
- .7 Text: manufacturer's printed data, or typewritten data.
- .8 Drawings: provide with reinforced punched binder tab.
 - .1 Bind in with text; fold larger drawings to size of text pages.

1.6 CONTENTS - PROJECT RECORD DOCUMENTS

- .1 Table of Contents for Each Volume: provide title of project;
 - .1 Date of submission; names.
 - .2 Addresses, and telephone numbers of Consultant and Contractor with name of responsible parties.
 - .3 Schedule of products, indexed to content of volume.
- .2 For each product:
 - .1 List names, addresses and telephone numbers of subcontractors and suppliers, including local source of supplies, if available, and replacement parts.
- .3 Product Data: mark each sheet to identify specific products and component parts, and data applicable to installation; delete inapplicable information.

1.7 AS -BUILT DOCUMENTS AND SAMPLES

- .1 Maintain, at site for Project Authority one record copy of:
 - .1 Contract Drawings.
 - .2 Specifications.
 - .3 Addenda.
 - .4 Modification of Contract.
 - .5 Reviewed shop drawings, product data, and samples.
 - .6 Field test records.
 - .7 Inspection certificates.
 - .8 Manufacturer's certificates.

	.2	Label record documents and file in accordance with Section number listings in List of Contents of this Project Manual. .1 Label each document "PROJECT RECORD" in neat, large, printed letters.
	.3	Maintain record documents in clean, dry and legible condition.
	.4	Keep record documents and samples available for inspection by Project Authority.
<u>1.9 EQUIPMENT AND SYSTEMS</u>	.1	Maintenance Requirements: include routine procedures and guide for trouble-shooting; disassembly, repair, and reassembly instructions.
	.2	Include manufacturer's printed operation and maintenance instructions.
	.3	Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
	.4	Additional requirements: as specified in individual specification sections.
<u>1.10 MATERIALS AND FINISHES</u>	.1	Applied material and finishes: include product data, with catalogue number, size, composition, and colour and texture designations.
	.2	Instructions for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
	.3	Additional requirements: as specified in individual specifications sections.
<u>1.12 DELIVERY, STORAGE AND HANDLING</u>	.1	Remove and replace damaged products at own expense and for review by Project Authority.
<u>PART 2 - PRODUCTS</u>		
<u>2.1 NOT USED</u>	.1	Not Used.
<u>PART 3 - EXECUTION</u>		
<u>3.1 NOT USED</u>	.1	Not Used.

PART 1 - GENERAL

<u>1.1 RELATED REQUIREMENTS</u>	.1	Not used.
<u>1.2 REFERENCES</u>	.1	Code of Federal Regulations (CFR) .1 CFR Title 16, Part 1633, Standard for the Flammability (Open Flame) of Mattress Sets.
<u>1.3 ACTION AND INFORMATIONAL SUBMITTALS</u>	.1	Submit in accordance with Section 01 33 00 - Submittal Procedures.
	.2	Product Data: .1 Submit manufacturer's instructions, printed product literature and data sheets for furniture and include product characteristics, performance criteria, physical size, finish and limitations.
	.3	Samples: .1 Submit duplicate samples of all finishing materials including, but not limited to, metals, wood veneers, solid woods, plastic laminates and fabric.
<u>1.4 WARRANTY</u>	.1	As per General Requirements and Compliance Matrix.

PART 2 - PRODUCTS

<u>2.1 MATERIALS</u>	.1	As per General Requirements and Compliance Matrix.
<u>2.2 COMPONENT(S)</u>	.1	As per General Requirements and Compliance Matrix.
<u>2.3 FABRICATION</u>	.1	As per Compliance Matrix.
<u>2.4 CLOSEOUT SUBMITTALS</u>	.1	Two weeks prior to installation completion, submit to the Project Authority, four final copies of operating and maintenance manuals in French or English.

PART 3 - EXECUTION

<u>3.1 NOT USED</u>	.1	Not used.
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PART 1 - GENERAL

- 1.1 RELATED REQUIREMENTS .1 Not used.
- 1.2 REFERENCES .1 Code of Federal Regulations (CFR)
.1 CFR Title 16, Part 1633, Standard for the
Flammability (Open Flame) of Mattress Sets.
- 1.3 ACTION AND INFORMATIONAL SUBMITTALS .1 Submit in accordance with Section 01 33 00 -
Submittal Procedures.
.2 Product Data:
.1 Submit manufacturer's instructions, printed
product literature and data sheets for furniture
and include product characteristics, performance
criteria, physical size, finish and limitations.
.3 Samples:
.1 Submit duplicate samples of all finishing
materials including, but not limited to, metals,
wood veneers, solid woods, plastic laminates and
fabric.
- 1.4 WARRANTY .1 As per General Requirements and Compliance Matrix.

PART 2 - PRODUCTS

- 2.1 MATERIALS .1 As per General Requirements and Compliance Matrix.
- 2.2 COMPONENT(S) .1 As per General Requirements and Compliance Matrix.
- 2.3 FABRICATION .1 As per Compliance Matrix.
- 2.4 CLOSEOUT SUBMITTALS .1 Two weeks prior to installation completion, submit
to the Project Authority, four final copies of
operating and maintenance manuals in French or
English.

PART 3 - EXECUTION

- 3.1 NOT USED .1 Not used.

PART 1 - GENERAL1.1 RELATED
REQUIREMENTS

.1 Not used.

1.2 REFERENCES

.1 Canadian General Standards Board (CGSB)
 .1 CAN/CGSB-44.227-2008, Freestanding Office
 Desk Products and Components.

1.3 ACTION AND
INFORMATIONAL
SUBMITTALS.1 Submit in accordance with Section 01 33 00 -
Submittal Procedures.

.2 Product Data:

.1 Submit manufacturer's instructions, printed
 product literature and data sheets for furniture
 and include product characteristics, performance
 criteria, physical size, finish and limitations.

.3 Samples:

.1 Submit duplicate samples of all finishing
 materials including, but not limited to, metals,
 wood veneers, solid woods, plastic laminates and
 fabric.

.2 Wood Certification: submit vendor's
 manufacturer's Chain-of-Custody Certificate number
 for CAN/CSA-Z809 or FSC or SFI certified wood.

1.4 WARRANTY

.1 As per General Requirements and Compliance Matrix.

PART 2 - PRODUCTS2.1 MATERIALS

.1 As per General Requirements and Compliance Matrix.

2.2 COMPONENT(S)

.1 As per General Requirements and Compliance Matrix.

2.3 FABRICATION

.1 As per Compliance Matrix.

2.4 CLOSEOUT SUBMITTALS

.1 Two weeks prior to installation completion, submit
 to the Project Authority, four final copies of
 operating and maintenance manuals in French or
 English.

PART 3 - EXECUTION3.1 NOT USED

.1 Not used.

PART 1 - GENERAL

<u>1.1 RELATED REQUIREMENTS</u>	.1	Not used.
<u>1.2 REFERENCES</u>	.1	Canadian General Standards Board (CGSB) .1 CAN/CGSB-44.227-2008, Freestanding Office Desk Products and Components.
<u>1.3 ACTION AND INFORMATIONAL SUBMITTALS</u>	.1	Submit in accordance with Section 01 33 00 - Submittal Procedures.
	.2	Product Data: .1 Submit manufacturer's instructions, printed product literature and data sheets for furniture and include product characteristics, performance criteria, physical size, finish and limitations.
	.3	Samples: .1 Submit duplicate samples of all finishing materials including, but not limited to, metals, wood veneers, solid woods, plastic laminates and fabric. .2 Wood Certification: submit vendor's manufacturer's Chain-of-Custody Certificate number for CAN/CSA-Z809 or FSC or SFI certified wood.
<u>1.4 WARRANTY</u>	.1	As per General Requirements and Compliance Matrix.

PART 2 - PRODUCTS

<u>2.1 MATERIALS</u>	.1	As per General Requirements and Compliance Matrix.
<u>2.2 COMPONENT(S)</u>	.1	As per General Requirements and Compliance Matrix.
<u>2.3 FABRICATION</u>	.1	As per Compliance Matrix.
<u>2.4 CLOSEOUT SUBMITTALS</u>	.1	Two weeks prior to installation completion, submit to the Project Authority, four final copies of operating and maintenance manuals in French or English.

PART 3 - EXECUTION

<u>3.1 NOT USED</u>	.1	Not used.
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PART 1 - GENERAL

<u>1.1 RELATED REQUIREMENTS</u>	.1	Not used.
<u>1.2 REFERENCES</u>	.1	Not used.
<u>1.3 ACTION AND INFORMATIONAL SUBMITTALS</u>	.1	Submit in accordance with Section 01 33 00 - Submittal Procedures.
	.2	Product Data:
	.1	Submit manufacturer's instructions, printed product literature and data sheets for furniture and include product characteristics, performance criteria, physical size, finish and limitations.
	.3	Samples:
	.1	Submit duplicate samples of all finishing materials including, but not limited to, metals, wood veneers, solid woods, plastic laminates and fabric.
	.2	Wood Certification: submit vendor's manufacturer's Chain-of-Custody Certificate number for CAN/CSA-Z809 or FSC or SFI certified wood.
<u>1.4 WARRANTY</u>	.1	As per General Requirements and Compliance Matrix.

PART 2 - PRODUCTS

<u>2.1 MATERIALS</u>	.1	As per General Requirements and Compliance Matrix.
<u>2.2 COMPONENT(S)</u>	.1	As per General Requirements and Compliance Matrix.
<u>2.3 FABRICATION</u>	.1	As per Compliance Matrix.
<u>2.4 CLOSEOUT SUBMITTALS</u>	.1	Two weeks prior to installation completion, submit to the Project Authority, four final copies of operating and maintenance manuals in French or English.

PART 3 - EXECUTION

<u>3.1 NOT USED</u>	.1	Not used.
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PART 1 - GENERAL

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| <u>1.1 RELATED REQUIREMENTS</u> | .1 | Not used. |
| <u>1.2 REFERENCES</u> | .1 | California Technical Bulletin 117 (TB117)
.1 TB117 (2013), Flammability Testing for Fabrics/ Upholstery. |
| | .2 | ASTM International
.1 ASTM E 1537), Standard Test Method for Testing Upholstered Furniture. |
| <u>1.3 ACTION AND INFORMATIONAL SUBMITTALS</u> | .1 | Submit in accordance with Section 01 33 00 - Submittal Procedures. |
| | .2 | Product Data:
.1 Submit manufacturer's instructions, printed product literature and data sheets for furniture and include product characteristics, performance criteria, physical size, finish and limitations. |
| | .3 | Samples:
.1 Submit duplicate samples of all finishing materials including, but not limited to, metals, wood veneers, solid woods, plastic laminates and fabric.

.2 Wood Certification: submit vendor's manufacturer's Chain-of-Custody Certificate number for CAN/CSA-Z809 or FSC or SFI certified wood. |
| <u>1.4 WARRANTY</u> | .1 | As per General Requirements and Compliance Matrix. |

PART 2 - PRODUCTS

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|--------------------------------|----|---|
| <u>2.1 MATERIALS</u> | .1 | As per General Requirements and Compliance Matrix. |
| <u>2.2 COMPONENT(S)</u> | .1 | As per General Requirements and Compliance Matrix. |
| <u>2.3 FABRICATION</u> | .1 | As per Compliance Matrix. |
| <u>2.4 CLOSEOUT SUBMITTALS</u> | .1 | Two weeks prior to installation completion, submit to the Project Authority, four final copies of operating and maintenance manuals in French or English. |

PART 3 - EXECUTION

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|---------------------|----|-----------|
| <u>3.1 NOT USED</u> | .1 | Not used. |
|---------------------|----|-----------|

PART 1 - GENERAL

<u>1.1 RELATED REQUIREMENTS</u>	.1	Not used.
<u>1.2 REFERENCES</u>	.1	Canadian General Standards Board (CGSB) .1 CAN/CGSB-44.227-2008, Freestanding Office Desk Products and Components.
<u>1.3 ACTION AND INFORMATIONAL SUBMITTALS</u>	.1	Submit in accordance with Section 01 33 00 - Submittal Procedures.
	.2	Product Data: .1 Submit manufacturer's instructions, printed product literature and data sheets for furniture and include product characteristics, performance criteria, physical size, finish and limitations.
	.3	Samples: .1 Submit duplicate samples of all finishing materials including, but not limited to, metals, wood veneers, solid woods, plastic laminates and fabric. .2 Wood Certification: submit vendor's manufacturer's Chain-of-Custody Certificate number for CAN/CSA-Z809 or FSC or SFI certified wood.
<u>1.4 WARRANTY</u>	.1	As per General Requirements and Compliance Matrix.

PART 2 - PRODUCTS

<u>2.1 MATERIALS</u>	.1	As per General Requirements and Compliance Matrix.
<u>2.2 COMPONENT(S)</u>	.1	As per General Requirements and Compliance Matrix.
<u>2.3 FABRICATION</u>	.1	As per Compliance Matrix.
<u>2.4 CLOSEOUT SUBMITTALS</u>	.1	Two weeks prior to installation completion, submit to the Project Authority, four final copies of operating and maintenance manuals in French or English.

PART 3 - EXECUTION

<u>3.1 NOT USED</u>	.1	Not used.
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Project No. R.042393.010

FURNITURE: LIGHTING

Section 12 50

00.08

Page 1

PART 1 - GENERAL1.1 RELATED
REQUIREMENTS

.1 Not used.

1.2 REFERENCES

.1 CSA International
 .1 CSA C22.2 No.9.0-96(R2011), General
 Requirements for Luminaires.

1.3 ACTION AND
INFORMATIONAL
SUBMITTALS

.1 Submit in accordance with Section 01 33 00 -
 Submittal Procedures.

.2 Product Data:
 .1 Submit manufacturer's instructions, printed
 product literature and data sheets for furniture
 and include product characteristics, performance
 criteria, physical size, finish and limitations.

.3 Samples:
 .1 Submit duplicate samples of all finishing
 materials including, but not limited to, metals,
 wood veneers, solid woods, plastic laminates and
 fabric.
 .2 Wood Certification: submit vendor's
 manufacturer's Chain-of-Custody Certificate number
 for CAN/CSA-Z809 or FSC or SFI certified wood.

1.4 WARRANTY

.1 As per General Requirements and Compliance Matrix.

PART 2 - PRODUCTS2.1 MATERIALS

.1 As per General Requirements and Compliance Matrix.

2.2 COMPONENT(S)

.1 As per General Requirements and Compliance Matrix.

2.3 FABRICATION

.1 As per Compliance Matrix.

2.4 CLOSEOUT SUBMITTALS

- .1 Two weeks prior to installation completion, submit to the Project Authority, four final copies of operating and maintenance manuals in French or English.

PART 3 - EXECUTION3.1 NOT USED

- .1 Not used.

Compliance Matrix Instructions:

A complete list of the minimum mandatory technical specifications are detailed below in the "Compliance Matrix". Bidders are to clearly demonstrate compliance with each mandatory specification.

1. Completion of the Compliance Matrix is mandatory to be considered for this proposal. Completion is defined as indication of compliance to each mandatory criterion. Bidders are to record if they meet or exceed each specification, provide supporting technical documentation for each specification, and cross-reference where the supporting documentation is found within the proposal to demonstrate compliance.
2. Supporting technical documentation, such as specification sheets, technical brochures, and photographs or illustrations should provide adequate detail to substantiate that the goods offered meet the technical requirements. It is the Bidders responsibility to ensure that the submitted technical documentation provides adequate detail to prove that the proposed product(s) meet the requirements of the technical specification. If specific published technical documentation is not available, the Bidder should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.
3. If the complete specification and/or literature is not submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.
4. Canada will not evaluate information such as references to Web site addresses where additional information can be found.
5. Bidders must address any concerns with the Specifications in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal (RFP) document.
6. Failure to meet the minimum mandatory specifications will result in your proposal being deemed non-responsive, and be given no further consideration in the evaluation process.

Compliance Matrix – MINIMUM MANDATORY TECHNICAL SPECIFICATIONS:

	<p><u>Completion and submission of Mandatory Technical Specification is required to be considered responsive and for your bid to be given further consideration.</u></p> <p>Provide the specification being offered which meets or exceeds <u>and cross-reference as to where the supporting documentation is found within your proposal.</u> If there is insufficient space in the table, assign SIR # (Supplementary Information Reference) and provide the appropriate details on a separate page in your offer. Where published supporting documentation is not available in the form of brochures, technical data sheets etc., prepare a written narrative complete with a detailed explanation of how its offer demonstrates compliance.</p>
	<p><u>All work and materials herein specified must meet and maintain minimum Canadian and Provincial certification(s) and approval(s) as applicable by Industry Standards.</u></p>

Item	Specifications	Bidder Response: indicate how they meet the specifications addressed below/ cross-reference where this technical specification is indicated in their bid documentation
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Appendix 1 - Compliance Matrix

ANNEX B**Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm price, as specified below. Applicable taxes are extra, if applicable, and to be shown as a separate item on any resulting invoice.

Pricing must be firm unit price including all costs associated with providing the requirement in accordance with requirement at Annex A, FOB destination.

Milestone	Milestone Description	Delivery Dates	Lot Price	10% Holdback
1	Shop Drawings as detailed in Annex A	On or before 21 days from contract award.	\$ _____ 2% of total contract value	\$ _____
2	Supply and Delivery of Furniture as detailed in the attached floor plans as per bidder's defined list attached at Appendix A – Table of Products. Delivery is to Cambridge Bay, NU.	On or before June 2, 2017	\$ _____ 73% of total contract value	\$ _____
3	Install at CHARS campus as per attached map detailing locations in Cambridge Bay, NU.	On or before June 9, 2017	\$ _____ 15% of total contract value	\$ _____
4	Final inspection/final deficiencies corrections.	On or before June 16, 2017	\$ _____ 10% of total contract value	\$ _____
	<div style="text-align: right;">Total: _____</div> <div style="text-align: right;">10% Holdback: _____</div> <div style="text-align: right;">GST: _____</div> <div style="text-align: right;">Total: _____</div>			

Upon satisfactory completion of all deliverables indicated above all money withheld will be paid to the contractor.

ANNEX "C"**Nunavut Land Claims Agreement**

In this requirement, it is not mandatory for Bidders to include the Inuit Benefit Plan (IBP) as part of their proposal.

This procurement is subject to the **Nunavut Land Claims Agreement (NLCA)**.

Bidders are requested to maximize Inuit employment, subcontracting and on-the-job training opportunities, and involve local, regional and Inuit businesses, in carrying out the work under this project. The NLCA contains a provision requiring the inclusion of socio-economic bid criteria in the solicitation document, when practicable and consistent with sound procurement management principles, and subject to Canada's international trade agreement obligations. These socio-economic bid criteria are often referred to as Inuit Benefits Criteria, and bidders propose Inuit benefits in their bid submission via an Inuit Benefits Plan.

The provisions that apply to this procurement are contained in Part 6 – Bid Criteria of Article 24 – Government Contracts of Nunavut Land Claim Agreements. <http://nlca.tunnngavik.com/>

24.6.1 Whenever practicable, and consistent with sound procurement management, and subject to Canada's international obligations, all of the following criteria, or as many as may be appropriate with respect to any particular contract, shall be included in the bid criteria established by the Government of Canada for the awarding of its government contracts in the Nunavut Settlement Area:

- (a) the existence of head offices, administrative offices or other facilities in the Nunavut Settlement Area;
- (b) the employment of Inuit labour, engagement of Inuit professional services, or use of suppliers that are Inuit or Inuit firms in carrying out the contracts; or
- (c) the undertaking of commitments, under the contract, with respect to on-the- job training or skills development for Inuit.

INUIT FIRM

"Inuit firm" means an entity which complies with the legal requirements to carry on business in the Nunavut Settlement Area, and which is

- (a) a limited company with at least 51% of the company's voting shares beneficially owned by Inuit,
- (b) a cooperative controlled by Inuit, or
- (c) an Inuk sole proprietorship or partnership;

"Inuit" shall be a person whose name appears on the most current Inuit Enrolment List created in accordance with the requirements of Article 35.2.1. of the Agreement Between The Inuit of the Nunavut Settlement Area and Her Majesty the Queen in Right of Canada.

ANNEX "D"**INUIT BENEFITS PLAN****INUIT BENEFITS PLAN / IBP)****Evaluation and Assessment of IBP Guarantee**

For a bid to be assigned points for representations made in respect of any IBP bid criteria, the bidder must provide proof with their bid to demonstrate how they will meet the objective of each criterion. Bidders may use the attached GUARANTEE TABLES to supplement the IBP submission provided in their bid.

Proof of efforts and/or guarantees made by Bidders should include, but not be limited to, the names of persons or companies contacted and the nature of the undertakings at the time of the submission as applicable. Bidders must ensure their IBP documentation demonstrates sufficient evidence to assess the compliance of their bid against the criteria listed herein. It is the Bidders' responsibility to provide sufficient information in its bid to enable the Evaluation Committee to complete its evaluation. Bidders must include all reference material to be considered. Only material and/or documents submitted as part of the bid proposal will be considered. URL links to website will not be considered.

Canada reserves the right to verify any information provided in the IBP and that untrue statements may result in the tender being declared non-responsive.

INUIT BENEFITS PLAN CRITERIA / IBP)

ITEM	CATEGORY	Available Points								
3.0	This procurement is subject to the Nunavut Land Claims Agreement apply to this procurement. Canada reserves the right to confirm validity of all declarations / guarantees.									
3.1	HEAD OFFICE: Bidders are requested to demonstrate the existence of head offices, staffed administrative offices or other staffed facilities in the NLCA.	/2								
3.2	<p>LABOUR: The employment of onsite Inuit in carrying out the work of the contract.</p> <p>Bidder will be evaluated on their firm guarantee to use onsite Inuit from the NLCA in carrying out the work. The percentages identified below relate specifically to on-site labour hours regardless of whether they are Prime Contractor staff and/or Sub-contractor staff.</p> <p>Percentages should be supported by list of specific positions that may or will be staffed by onsite Inuit personnel. Onsite Inuit employment will be confirmed during activities based on supporting documentation provided by the Contractor and review of Departmental Representative statistics records on Inuit labour on site.</p> <table><tr><td>0 - 25% - of total labour hours</td><td>1 point</td></tr><tr><td>26 - 50% - of total labour hours</td><td>2 points</td></tr><tr><td>51 - 75% - of total labour hours</td><td>3 points</td></tr><tr><td>76 - 100% - of total labour hours</td><td>4 points</td></tr></table> <p>Guarantee of Onsite Inuit Employee Content: Bidders complete this section if a guarantee is being provided.</p>	0 - 25% - of total labour hours	1 point	26 - 50% - of total labour hours	2 points	51 - 75% - of total labour hours	3 points	76 - 100% - of total labour hours	4 points	/4
0 - 25% - of total labour hours	1 point									
26 - 50% - of total labour hours	2 points									
51 - 75% - of total labour hours	3 points									
76 - 100% - of total labour hours	4 points									

	<div>Total Est. No. Of onsite Inuit Labour Hours For This Contract (A)</div> <div>Total Est. No. Of onsite Labour Hours For This Contract (B)</div> <div>A/B = _____ %</div> <div>*** Penalties and Incentives Conditions will apply to this criterion.</div>	
3.3	<div>SUB-CONTRACTORS/SUPPLIERS: The use of sub-contractors or suppliers that are Inuit, or Inuit firms, in carrying out the contract.</div> <div>Bidder will be evaluated on their firm guarantee to use Inuit Sub-Contractors for services or the procurement of supplies and equipment from the Inuit from the NLCA associated with the Contract.</div> <div>Note: if the Prime Contractor is an Inuit owned business, the total dollar value of the Inuit contracting shall also include the contractor's share of the contract.</div> <div>If Contractor is an Aboriginal firm, the entire value of the contract, LESS any non-Aboriginal sub-contracting for both goods and services, would apply to the total of line (A) below.</div> <div><div>0 - 25% - of total cost1 point</div><div>26 - 50% - of total cost2 points</div><div>51 - 75% - of total cost3 points</div><div>76 - 100% - of total cost4 points</div></div> <div><u>Guarantee of Aboriginal/Inuit Sub-Contracting / Supplier Costs:</u> Bidders complete this section if a guarantee is being provided.</div> <div><div>Total Est. Cost for Supplies/Materials/Equip/Services Procured from Aboriginal / Inuit companies For This Contract (A)</div><div>Total Bid Price (B)</div><div>A/B = _____ %</div><div>*** Penalties and Incentives Conditions will apply to this criterion.</div></div>	/4
3.	<div>TOTAL POINTS AVAILABLE</div>	/10

BIDDER GUARANTEE AND CERTIFICATION

1. At time of bid submission - The tables below may be used by bidders to submit their proposals.
2. Information provided may be subject to verification.

TABLE 1 – Head Office

Provide Current Business address
Bidders are requested to demonstrate the existence of head offices, staffed administrative offices or other staffed facilities in the NLCA Settlement Area.

TABLE 2 –Guarantee of onsite Inuit Labour Content

Total No. Of onsite Inuit Employee Hours for This Contract =

A/B = _____ %

Total No. Of onsite Employee Hours for This Contract

Name & Position Title (Provide name(s) where possible)	Onsite Aboriginal Employee Hours	Non - Aboriginal Employee Hours
Bidders to include the # of hours to be worked.		

TABLE 3 – Guarantee of Inuit Content for Sub-Contracting/Suppliers Content:

Total Estimated Cost for Supplies/Materials, Equip And Services Procured From Aboriginal Companies for This Contract

Total Bid Price

= _____ %

Name & Position Title (Provide name(s) where possible)	Inuit Company	Non- Inuit Company
Bidder to include the value of work to be Sub-Contracted.		

Bidder Certification

The Bidder must submit the following certification if a guarantee of IBP is being provided, either at time of bid submission, or prior to contract award.

INUIT BENEFITS PLAN CERTIFICATION:

PRINT NAME

SIGNATURE

DATE

The bidder certifies it's IBP guarantee for contracting submitted with its bid is accurate and complete.

CONTRACTOR ACHIEVEMENT REPORTING AND CERTIFICATION

1. For successful Contractor only - If an IBP guarantee is provided as part of the bid, the successful Contractor must provide a summary of activities undertaken to meet the guarantees made as part of the IBP portion of their bid. The following table must be completed with supporting information (such as invoices, work logs, payroll receipts, etc.) by the contractor at substantial completion/ prior to final payment.
2. Information provided may be subject to verification.
3. The IBP Certification and IBP Achievement Reports must be submitted prior to final payment with details how the Contractors met its' IBP guarantee.
4. Failure to comply with the request to submit the certification and report within 15 business days may result in a full 2% penalty.

Return Reports to:

Contracting Authority Name: _____

Email: _____

TABLE 1 – Head Office

Provide Current Business address
Contractors are requested to demonstrate the existence of head offices, staffed administrative offices or other staffed facilities in the NLCA.

TABLE 2 – Achievement of onsite Inuit Labour Content

Total No. Of onsite Inuit Employee Hours for This Contract = _____ %
Total No. Of Employee Hours for This Contract

Name & Position Title (Provide name(s) where possible)	Onsite Inuit Employee Hours	Onsite Non – Inuit Employee Hours
Contractor to include the # of hours worked		

TABLE 3 – Achievement of Inuit Content for Sub-Contracting/Suppliers Content:

Total Cost For Supplies/Materials, Equipment And Services Procured From Inuit Companies for This Contract
 = _____ %
Final Contract Value:

Company Name	Inuit Company	Non- Inuit Company
Contractor to include the value of Sub-Contracted work		

Contractor Certification**INUIT BENEFITS PLAN ACHIEVEMENT CERTIFICATION:**_____
PRINT NAME_____
SIGNATURE_____
DATE

The Contractor certifies the information contained in the ACHIEVEMENT TABLES is accurate and complete.

INUIT BENEFITS PLAN INCENTIVE AND PENALTY CONDITIONS

1. Under the provisions of the proposed contract, where the contractor meets the guarantees specified and certified in his bid, the contractor will be paid the agreed contract price.
2. If the contractor does not meet the certified percentage of onsite Inuit employee hours worked on the Contract and fails to fulfill their onsite Inuit employment guarantees, an amount of up to 1% of the final contract value may be deducted from the final payment or hold back provisions. (Table 2B)
3. If the contractor does not meet the certified percentage of Inuit Sub-contractors/Suppliers, and fails to fulfill their Inuit sub-contractors/suppliers guarantees, an amount of up to 1% of the final contract value may be deducted from the final payment or hold back provisions. (Table 2C)
4. If the contractor hires additional onsite Inuit resources above the established employment guarantees that were certified in the bid, which results in Inuit employment, subject to the approval of the Departmental Representative, the contractor may be eligible to request an incentive bonus of up to 1% of the final contract value that may be paid to the contractor at the end of the project. (Table 1A)
5. If the contractor exceeds the percentage of Inuit Sub-contractors/Suppliers guarantees that were certified in the bid, subject to the approval of the Departmental Representative, the contractor may be eligible to request an incentive bonus of up to 1% of the final contract value that may be paid to the contractor at the end of the project. (Table 1B)
6. Contractors who exceed the IBP guarantee under one criterion but fall short on the other may be evaluated for a penalty and an incentive. The Inuit Incentive and Penalty Conditions as specified above will be assessed based on the formulas identified herein.
7. Canada will have the right to hold back, drawback, deduct or set off from and against the amounts of any monies owing at any time by Canada to the Contractor, any penalties owing and unpaid under this section.
8. Nothing in this section must be interpreted as limiting the rights and remedies which Canada may otherwise have under the Contract.

9. Canada reserves the right, at their sole discretion, to reduce or eliminate penalties if it can be clearly demonstrated that significant efforts were made to meet the IBP guarantee and the minimum requirements could not be met due to circumstances out of the Contractor's control.

NOTE: "FINAL CONTRACT VALUE" for the purposes of the incentive and penalty calculation the final contract value includes all amendments to the original award amount unless identified as being excluded from the IBP calculation at the time of change order or amendment negotiation.

INUIT EMPLOYMENT INCENTIVE AND PENALTY CHECKLIST			
CONTRACTOR: _____			
STEP#	FINAL STATISTICS	% PROPOSED	% ACHIEVED
1	Percentage of On-site Inuit Labour Person Hours		
2	Percentage of Inuit Sub-Contracting/Supplier costs		
3	Final Contract Value (no gst)	\$	
4	Certified Onsite Inuit employment guarantee met, exceeded or fell short? Met - No applicable penalty or bonus. Exceeded - Contractor may be eligible to request an incentive bonus of up to 1% of the final contract value, that may be paid to the contractor at the end of the project; Proceed to Table 1A Shortfall - Contractor may be penalized up to 1% of the final contract value Proceed to Table 2B		
5	Certified Inuit Sub-contracting/Supplier guarantee met, exceeded or fell short? Met - No applicable penalty or bonus. Exceeded - Contractor may be eligible to request an incentive bonus of up to 1% of the final contract value that may be paid to the contractor at the end of the project; Proceed to Table 1B Shortfall - Contractor may be penalized up to 1% of the final contract value Proceed to Table 2C		

6	COMMENTS:
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TABLE 1A - ASSESSMENT OF ONSITE INUIT LABOUR INCENTIVE BONUS			
ITEM#	REQUIREMENT	WEIGHT	SCORE
1	INCREASED ONSITE ABORIGINAL / INUIT LABOUR: Note: Inuit participation for training that has been accounted and paid for within and external to the contract shall be considered ineligible for the incentive process and will be excluded as such. Calculate the percentage increase of Onsite Inuit labour for the Contract based on the following: $\% \text{ Increase} = \frac{\text{Actual} - \text{Proposed}}{100\% - \text{Proposed}\%} * 60\%$	60	
2	CONTRACTOR DUE DILIGENCE: Case-by-case-consideration is given to contractor's ability to demonstrate diligent efforts to increase the onsite Inuit labour guarantees. Points awarded for contractor due diligence based on the following scale: 0-13 points - Contractor demonstrated little to no effort and made no attempt to increase the guarantees. 14-27 points - Contractor demonstrated moderate effort while attempting to increase the Aboriginal / Inuit guarantees. 28-40 points - Contractor demonstrated outstanding effort while attempting to increase the Aboriginal / Inuit guarantees.	40	
3	TOTAL ASSESSED SCORE	100	
4	RECOMMENDED INUIT LABOUR INCENTIVE BONUS (final contract value) x 1% x (total assessed score/100)	\$	
5	COMMENTS/JUSTIFICATIONS:		

6	SIGNATURE OF EVALUATION PANEL:	
	Departmental Representative: _____	
	Project Authority: _____	
	Contracting Officer (PWGSC): _____	

TABLE 1B - ASSESSMENT OF ABORIGINAL / INUIT <i>SUB-CONTRACTING/SUPPLIER INCENTIVE BONUS</i>			
ITEM#	REQUIREMENT	WEIGHT	SCORE
1	INCREASED INUIT SUB-CONTRACTING/SUPPLIER GUARANTEE: Calculate the percentage increase of Inuit Sub-Contracting/Supplier costs for the Contract based on the following: $\% \text{ Increase} = \frac{\text{Actual} - \text{Proposed}}{100\% - \text{Proposed}} \times 60\%$	60	
2	CONTRACTOR DUE DILIGENCE: Case-by-case-consideration is given to contractor's ability to demonstrate diligent efforts to increase sub-contracting/supplier guarantees. Points awarded for contractor due diligence based on the following scale: 0-13 points - Contractor demonstrated little to no effort and made no attempt to increase the guarantees. 14-27 points - Contractor demonstrated moderate effort while attempting to increase the Inuit guarantees. 28-40 points - Contractor demonstrated outstanding effort while attempting to increase the Inuit guarantees	40	
3	TOTAL ASSESSED SCORE	100	
4	RECOMMENDED INUIT SUB-CONTRACTING/SUPPLIER INCENTIVE BONUS (final contract value) x 1% x (total assessed score/100)	\$	
5	COMMENTS/JUSTIFICATIONS:		

6	SIGNATURE OF EVALUATION PANEL:	
	Departmental Representative:	_____
	Project Authority:	_____
	Contracting Officer (PWGSC):	_____

TABLE 2B - ASSESSMENT OF ONSITE INUIT LABOUR PENALTY			
ITEM#	REQUIREMENT	WEIGHT	SCORE
1	<p>Calculate the percentage of guarantee achieved for Onsite Inuit content based on the following formula, where:</p> <p>Guarantee percentage = $\frac{\text{Achieved}}{\text{Proposed}} = \frac{\quad}{\quad} \% \quad * 60\%$</p> <p>Notes: percentage of 50% or less receives zero points</p>	60	
2	<p>CONTRACTOR DUE DILIGENCE:</p> <p>Case-by-case-consideration is given to contractor's ability to demonstrate diligent efforts to achieve Onsite Inuit employment guarantees.</p> <p>Points awarded for contractor due diligence based on the following scale:</p> <p>0-13 points - Contractor demonstrated little to no effort and made no attempt to meet the IBP employment guarantee. 14-27 points - Contractor demonstrated moderate effort while attempting to meet the IBP employment guarantee. 28-40 points - Contractor demonstrated outstanding effort while attempting to meet the IBP employment guarantee.</p>	40	
3	TOTAL ASSESSED SCORE	100	

4	TOTAL CALCULATED PENALTY: (100 - total assessed score)% x (Final contract value) x 1%	\$
5	COMMENTS/JUSTIFICATIONS:	
6	SIGNATURE OF EVALUATION PANEL: Departmental Representative: _____ Project Authority: _____ Contracting Officer (PWGSC): _____	

TABLE 2C - ASSESSMENT OF INUIT <i>SUB-CONTRACTING/SUPPLIER PENALTY</i>			
ITEM#	REQUIREMENT	WEIGHT	SCORE
1	<p>Calculate the percentage of guarantee achieved for Inuit content based on the following formula, where:</p> <p>Guarantee percentage = $\frac{\text{Achieved}}{\text{Proposed}} = \frac{\quad}{\quad} \% \quad * 60\%$</p> <p>Note: Guarantee percentage of 50% or less receives zero points.</p>	60	
2	<p>CONTRACTOR DUE DILIGENCE:</p> <p>Case-by-case-consideration is given to contractor's ability to demonstrate diligent efforts to achieve Inuit sub-contracting / supplier guarantees.</p> <p>Points awarded for contractor due diligence based on the following scale:</p> <p>0-13 points - Contractor demonstrated little to no effort and made no attempt to meet the IBP sub-contracting/supplier guarantees.</p> <p>14-27 points - Contractor demonstrated moderate effort while attempting to meet the IBP sub-contracting/supplier guarantees.</p> <p>28-40 points - Contractor demonstrated outstanding effort while attempting to meet the IBP sub-contracting/supplier guarantees.</p>	40	
3	TOTAL ASSESSED SCORE	100	

4	TOTAL CALCULATED PENALTY: (100 - total assessed score)% x (Final contract value) x 1%	\$
5	COMMENTS/JUSTIFICATIONS:	
6	SIGNATURE OF EVALUATION PANEL: Departmental Representative: _____ Project Authority: _____ Contracting Officer (PWGSC): _____	

ANNEX "E"**POINT RATED CRITERIA****1. INSTRUCTIONS**

- 1.1 The Bidder must ensure that its Proposal provides sufficient evidence for the Evaluation Committee to assess the compliance of the Proposal with the criteria listed in this Request for Proposal (RFP). It is the sole responsibility of the Bidder to provide sufficient information within its Proposal to enable the Evaluation Committee to complete its evaluation.
- 1.2 The Bidder must include any reference material it wishes to be considered for evaluation within its Proposal. Any material or documents outside the Proposal will not be considered (for example, should the Bidder wish to provide screen shots of its website or product, etc. for evaluation, copies or printouts of website or product material must be included within the Proposal). URL links to the Bidder's website will not be considered by the Evaluation Committee. No prior knowledge of or experience with the Bidder on the part of the Evaluation Committee will be taken into consideration by the Evaluation Committee.

2. POINT RATED CRITERIA

- 2.1 Bids meeting all mandatory criteria will be evaluated on the following point rated evaluation criteria.
- 2.2 Bidders must obtain a minimum score of 40 points overall to be considered compliant. Bids which fail to attain at least 40 points will be considered technically non-responsive and no further evaluation will be conducted.
- 2.3 In addition, although it is not mandatory for Bidders to complete the Inuit Benefits Plan, as part of their proposals, Bidders are encouraged to consider the Inuit Benefits Plan when submitting their proposals. There is no pass mark for this category.
- 2.4 The maximum score for the Point Rated criteria is 60%.
- 2.5 The Point Rated Criteria will be evaluated using the outline below. Points will be rounded using standard mathematical methods to two (2) decimal places, when required.

Point Rated Criteria		Total Possible	Minimum Pass Mark
R1	Mandatory Criteria	40	40
R2	Point Rated	10	0
R3	Inuit Benefits Plan	10	0 (no pass mark)
Total Possible		60 points	
Minimum Pass Mark		40 points	

Bidders must clearly demonstrate in their bid how they meet the following Point-Rated Criteria:

ITEM	POINT RATED CRITERIA	MAX. 60%
R1	Mandatory Criteria (pass mark 40 points)	40%
	Bidder must clearly demonstrate in their bid that they meet all the requirements detailed under the mandatory criteria.	40 Points
R2	Point Rated Criteria (no minimum pass mark)	10 %
	Bidder must clearly demonstrate how they meet the criteria listed under the Point Rated sections of the compliance matrix in order to obtain the points detailed at each criterion.	10 Points
R3	Inuit Benefits Plan (no minimum pass mark)	10 %
	An Inuit Benefits Plan should consist of the following components: See Annex D Inuit Benefits Plan	10 points

Contractor to verify all dimensions & conditions on site and immediately notify the engineer of all discrepancies.

02	Issued for Review	2016-05-20		
01	Issued for Review	2016-04-19		

00	Issued for XXX	XX-XX-XX
revisions	description	date

[illegible]

project	project
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**CHARS Residential
Furniture Layouts
8-Plex Plans**

Cambridge Bay

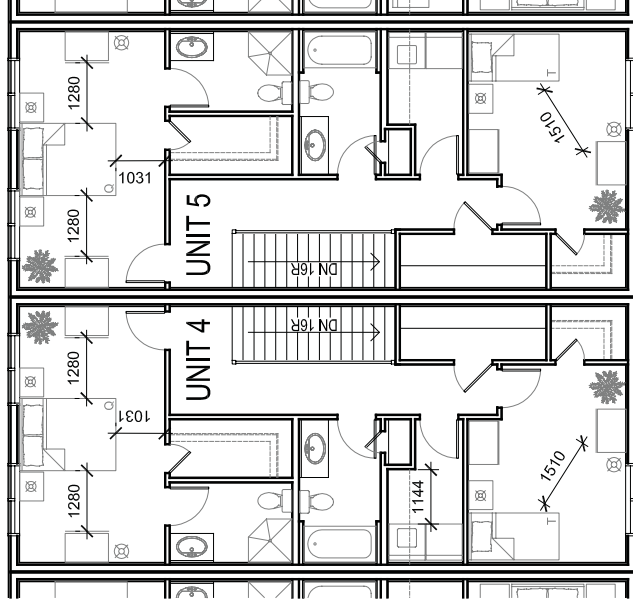
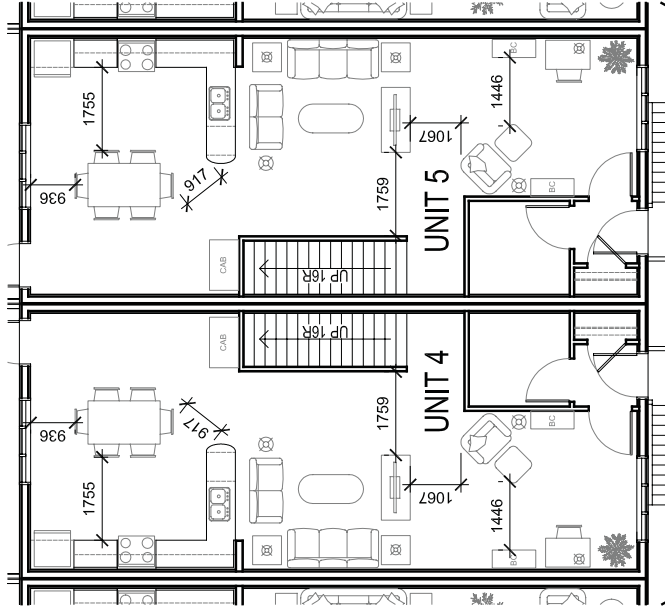
Ground Floor and
2nd Floor Plan

Scale: As Noted

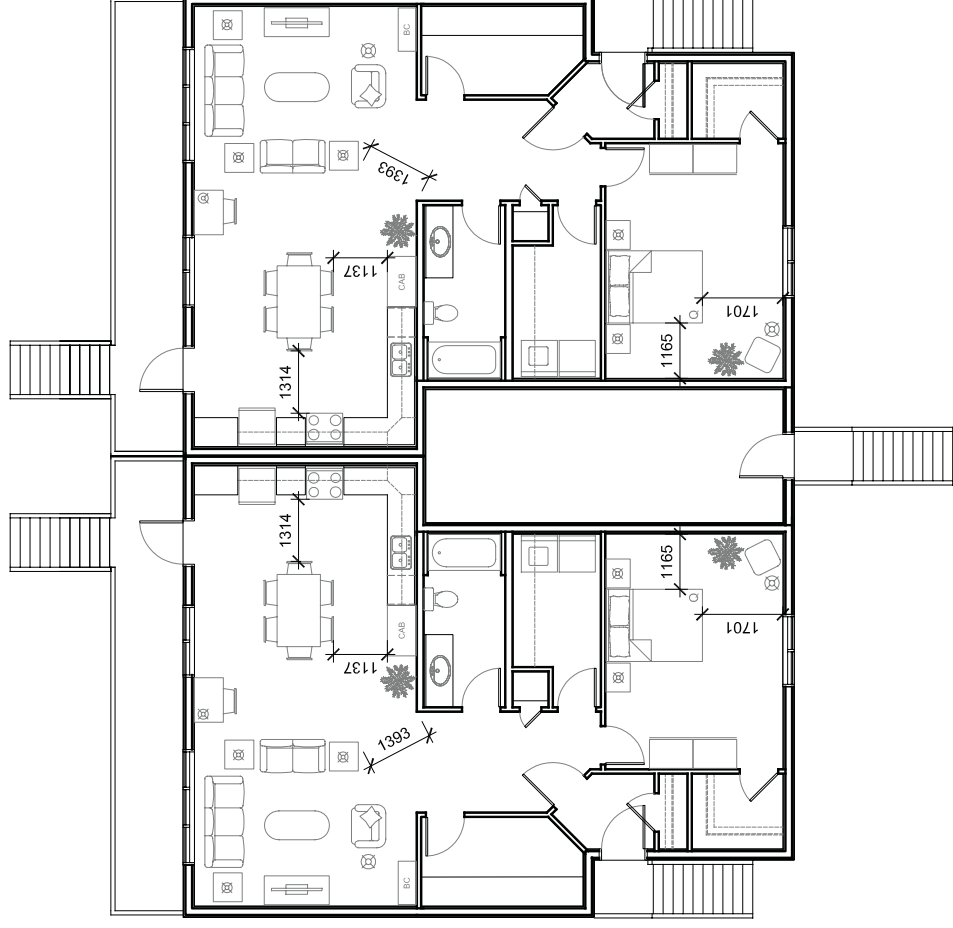
Designed By	PW	Concu par
Date	2016-05-18	(yyyy/mm/dd)
Drawn By	CB	Deadline par
Date	2016-05-18	(yyyy/mm/dd)
Reviewed By	PW	Examine par
Date	2016-05-18	(yyyy/mm/dd)
Approved By	Santino Chioarella	Approve par
Date	2016-05-18	(yyyy/mm/dd)
Tender		Submission

Project Manager	Administrateur de projets
Project no.	No. du projet
15083 (R.078323.001)	
Drawing no.	No. du dessin

ID02



Do not use for Tender of Construction
Use only for purpose noted
Preliminary



Do not use for Tender of Construction
Use only for Purpose noted
Preliminary

1 Duplex Plan
Scale: 1:100

Scale: 1:100

PWGSC 11X17 (431X279)



*Hamlet of Cambridge Bay
Ikalututiaq
Roads & Civic Address'*