



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

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

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Electrical & Electronics Products Division
11 Laurier St./11, rue Laurier
7B3, Place du Portage, Phase III
Gatineau, Québec K1A 0S5

| | | |
|--|--|---|
| Title - Sujet 8944 CREO6 Fit Up - Lockers WP2.0 | | |
| Solicitation No. - N° de l'invitation B8114-170410/A | Date 2016-12-23 | |
| Client Reference No. - N° de référence du client B8114-170410 | | |
| GETS Reference No. - N° de référence de SEAG PW-\$\$HN-460-72157 | | |
| File No. - N° de dossier hn460.B8114-170410 | CCC No./N° CCC - FMS No./N° VME | |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-02-06 | | Time Zone Fuseau horaire Eastern Standard Time EST |
| 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: Guertin, Benoit | | Buyer Id - Id de l'acheteur hn460 |
| Telephone No. - N° de téléphone (819) 420-0331 () | | FAX No. - N° de FAX () - |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF CITIZENSHIP AND IMMIGRATION IRCC 70 Cremazie St GATINEAU QC 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 |

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

1. Security Requirement
2. Requirement
3. Debriefings
4. Trade Agreements

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Bids
3. Enquiries - Bid Solicitation
4. Applicable Laws

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection
3. Security Requirement

PART 5 - CERTIFICATIONS

1. Certifications required with the Bid
2. Certifications Precedent to Contract Award and Additional Information

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement
2. Requirement
3. Standard Clauses and Conditions
4. Term of Contract
5. Authorities
6. Payment
7. Invoicing Instructions
8. Certifications
9. Applicable Laws
10. Priority of Documents
11. SACC Manual Clauses (Delivery)

List of Annexes:

Annex A Requirement
Annex B Evaluation Grid

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with the requirement.

2. Requirement

The contractor must provide the goods and/or services in accordance with the technical requirements and in the quantities stated herein at Annex A.

2.1 Delivery Requirement

Delivery is requested to be completed by February 27th, 2017.

3. Debriefings

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

4. Trade Agreements

"The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Agreement on Internal Trade (AIT), and the FTA's with Panama/Peru/Columbia."

PART 2 - BIDDER INSTRUCTIONS

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) (<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: sixty (60) days

Insert: ninety (90) calendar days

1.1 SACC Manual Clauses

| SACC Reference | Section | Date |
|------------------------|-----------------------|------------|
| A9033T | Financial Capability | 2012-07-16 |
| B1000T | Condition of Material | 2014-06-26 |

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

2. Submission of Bids

Bids must be submitted **ONLY TO THE BID RECEIVING UNIT** by the date, time and place indicated on page 1 of the bid solicitation. Do not send proposal directly to the Contracting Officer. Email proposals not accepted.

PWGSC Bids Receiving Unit
11 Laurier Street, Place du Portage, Phase 3, Core 0B2, Gatineau, Québec, K1A 0S5
Tel.: 819-420-7201 Fax: 819-997-9776

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

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) 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 questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in [Ontario](#).

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

(End of page)

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

- Section I: Technical Bid (2 copies)
- Section II: Financial Bid (1 copy)
- Section III: Certifications (1 copy)
- Section IV: Additional Information (1 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) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders are encouraged to:

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or 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.

1.1 Technical Documentation

Technical/descriptive literature must be submitted as part of the technical bid package prior to the bid closing date. Simply stating a compliancy is insufficient. Bidders must present a clearly organized, printed (i.e., not handwritten) proposal that includes all necessary technical and descriptive information, in order to clearly demonstrate their compliancy to all items presented in the Statement of Work (SOW, Annex "A").

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.

(End of page)

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

1.2 Exchange Rate Fluctuation

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

Section III: Certifications

Bidders must submit the certifications required under Part 5.

Section IV: Additional Information

1.3 Delivery Offered

While delivery is requested as indicated above, the best delivery that could be offered is_____.

1.4 Contractor Representatives

Name and telephone number of the person responsible for:

General enquiries

Name: _____

Telephone: _____

Facsimile: _____

E-mail: _____

Delivery follow-up

Name: _____

Telephone: _____

Facsimile: _____

E-mail: _____

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

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.

Evaluation Criteria

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

1.1 Mandatory Technical Criteria

The following Mandatory requirements must be submitted with the bid for evaluation

- Technical compliance (description of items in Annex A);
- A completed Annex "B" – Evaluation Grid

1.2 Financial Evaluation

The following Mandatory factors will be taken into consideration in the evaluation of each offer: * Compliance with Pricing Basis;

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

The Offer price will be determined as follows:

* Sum of all items total price (unit price x qty.);

1.3 Pricing Basis

The bidder must quote firm lot prices in Canadian dollars, DDP Delivered Duty Paid (destination), Applicable Taxes extra, as applicable. Freight charges to destination and all applicable Custom duties and Excise taxes must be included.

2. Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price on an aggregate basis will be recommended for award of a contract.

PART 5 - CERTIFICATIONS

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.

1 Certifications required with the Bid

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

1.1 Declaration of Convicted Offences

In accordance with the Ineligibility and Suspension Policy (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide with its bid the required documentation, as applicable, to be given further consideration in the procurement process.

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.

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

2.1 Integrity Provisions – List of Names

In accordance with the [*Ineligibility and Suspension Policy*](#) the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

2.2 General Environmental Criteria Certification

The Bidder must select and complete one of the following two certification statements.

- a) The Bidder certifies that the Bidder is registered or meets ISO 14001.

Bidders' Authorized Representative Signature

Date

or

- b) The Bidder certifies that the Bidder meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of six (6) criteria identified in the table below.

| Green Practices within the Bidders' organization | Insert a checkmark for each criterion that is met |
|--|---|
| Promotes a paperless environment through directives, procedures and/or programs | |
| All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client | |
| Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification | |
| Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity. | |
| Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program. | |
| A minimum of 50% of office equipment has an energy efficient certification. | |

Bidders' Authorized Representative Signature

Date

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with the requirement.

2. Requirement

The contractor must provide the goods and/or services in accordance with the technical requirements and in the quantities stated herein at Annex A.

2.1 SACC Manual Clauses

| SACC Reference | Section | Date |
|------------------------|--------------|------------|
| B7500C | Excess Goods | 2006-06-16 |

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.

Remark to Contracting Authority: Choose one of the following general conditions for the resulting contract.

3.1 General Conditions

[2010A](#) (2016-04-04), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

3.2 Warranty Period

Section 09 of general conditions 2010A is amended by replacing the period of twelve (12) months by 10 years

All other provisions of the warranty section remain in effect.

4. Term of Contract - Delivery Date

All the deliverables must be received on or before _____ (Delivery as offered and as accepted will be inserted at contract award).

(End of page)

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Benoit Guertin – Supply Specialist
Public Works and Government Services Canada - Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate - "HN" Division
7B3, Place du Portage, Phase III, 11 Laurier Street, Gatineau, QC, K1A 0S5
Telephone: (819) 420-0331
E-mail address: benoit.guertin@pwgsc-tpsgc.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.

5.2 Project Authority (will be inserted at contract)

The Project Authority for the Contract is:

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

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.

5.3 Contractor's Representative

Name and telephone number of the person responsible for:

General enquiries

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

Delivery follow-up

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

6. Payment

6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot prices, as specified in Annex "A" for a cost of \$ _____ (insert the amount at contract award). Customs duties are included and Applicable Taxes are extra.

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

6.2 Limitation of Price

SACC Manual clause [C6000C](#) (2011-05-16) Limitation of Price

6.3 Single Payment

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

6.4 Insurance

SACC Manual clause [G1005C](#) (2016-01-28) Insurance

7. Invoicing Instructions

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

2. Invoices must be distributed as follows:

(a) one (1) copy must be forwarded to the consignee.

(b) The original and one (1) copy must be forwarded to the following address for certification and payment.

Immigration, Refugees and Citizenship and Canada

365 Laurier Ave W, Ottawa ON K1A 1L1

Att: Odette Power

CIC.Admin-Accommodation-Admin-Installations.CIC@cic.gc.ca

- (c) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

(End of page)

8. Certifications - Compliance

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification, provide the related documentation 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.

9. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. *(Insert the name of the province or territory as specified by the Bidder in its bid, if applicable)*

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. [2010A](#) (2016-04-04) General Conditions - Goods, (Medium Complexity);
- c. Annex A Requirement;
- d. the Contractor's bid dated _____ *(insert date of bid) (If the bid was clarified or amended, insert at the time of contract award: “, as clarified on _____” or “, as amended on _____” and insert date(s) of clarification(s) or amendment(s))*

11. SACC Manual Clauses (Delivery)

| SACC Reference | Section | Date |
|------------------------|-----------------------|------------|
| D2000C | Marking | 2007-11-30 |
| D2001C | Labelling | 2007-11-30 |
| D9002C | Incomplete Assemblies | 2007-11-30 |

11.1 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and Delivered Duty Paid –DDP– (insert the named place of destination) Incoterms 2000 for shipments from a commercial contractor.

(End of page)

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

ANNEX "A" – REQUIREMENT

The requirement is for the supply, delivery and installation of:

- 32 single tier Steel Lockers.
- 75 triple tier Steel Lockers.

The contractor is responsible for supplying all necessary accessories (trim, hardware supports, etc.).

1. REFERENCES

1.01 American National Standards Institute (ANSI)/BIFMA International:
ANSI/BIFMA X 5.5- Desk/Table Products - Tests

1.02 Canadian General Standards Board (CGSB):
CAN/CGSB 44.227- Freestanding Office Desk Products and Components

NOTE: Reference to the above publications, or test methods, is to the latest issue.

2. TEST REQUIREMENTS

2.01 All Lockers products and components offered under this solicitation must meet the acceptance criteria provided in ANSI/BIFMA X5.5, and CAN/CGSB 44.227 when tested in accordance with the appropriate tests from the referenced standards and purchase description.

2.02 All ANSI/BFMI tests only must be completed at an acceptable testing facility. An independent testing laboratory and a company owned laboratory are acceptable provided that the laboratory has been accredited by a nationally recognized body such as Standards Council of Canada, A2LA(American Association for Laboratory Accreditation) or is listed on the Canadian General Standards Board (CGSB) Laboratory Acceptance Program.

2.03 Test reports must be not more than five (5) years old at the time of submittal.

3. General Requirements

3.01 All products must be new and from the same manufacturer.

3.02 Quality of Workmanship - The assembled components must be uniform in quality, style, material and workmanship and must be clean and free from any defects that may affect appearance, serviceability, or safety. When assembled in all possible configurations there must be no visible unfinished edges or surfaces, other than stainless steel. Metal edges, corners and parts with which the user is intended to come in contact, must have rounded corners or be covered with protective caps. Lubricated parts must be protected against accidental contact with the user, the user's clothes or documents.

3.03 Welds - All welds must be structurally sound, free from cracks and surface voids. They must be clean, smooth and uniform in appearance and free from scale, flux, trapped foreign matter or any other inclusions that may be detrimental to the application of the primer or final finish.

3.04 Steel thickness – Lockers must be built with minimum 16 gauge steel thickness.

3.05 Finish- Lockers must be finished with a durable scratch resistant, heat cured powder coat paint.

3.06 Color – Lockers must be of Charcoal gray color.

3.07 Door Handle - Door handle must feature a fingertip lift latch that is recessed into the door face to create a smooth catch-free surface that discourages the padlock from being cut off. Doors are to open right to left.

3.08 Lock – Lockers must have HASP mechanism to accommodate a personal padlock.

3.09 Shelves – Lockers must have at least one upper shelf.

3.10 Coat Hooks – Lockers must have double and single prong coat hooks.

3.11 Kick plate – Lockers must have a recessed bottom kick plate.

3.12 Safety - Fixed, moveable or adjustable parts must be constructed so that they cannot unintentionally become loose, dislodged or cause personal injury.

3.13 Configuration - All lockers must have the ability to butt against one another.

3.14 In addition to the labelling requirement stated in CAN/CGSB-44.227-2008, all freestanding office furniture components must also be permanently and legibly marked with the product code and the date of manufacture or alternatively the expiry date of the warranty.

4. Dimensions

4.01 Single Tier Locker – Dimensions must be with a nominal size of 305 mm (12”) wide and 381 mm (15”) in depth and 1829 mm (72”) in height.

4.02 Triple Tier Locker – Dimensions must be with a nominal size of 914 mm (36”) wide and 381 mm (15”) in depth and 1829 mm (72”) in height.

(End of page)

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

5. WARRANTY

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

6. DELIVERY

To be delivered and install during normal work hours, 6th floor, Citizenship and Immigration Canada, 70 Crémazie, Gatineau, Qc. K1A

7. INSTALLATION SERVICES

Installation services must be provided for the products offered. The Contractor must:

7.01 Receive, unload, store and transport all product/pieces to the staging and/or installation area;

7.02 Unpack all pieces and inspect product for shipping damage;

7.03 Install all products in accordance with the manufacturer's specifications;

7.04 Ensure all other products function properly and make minor adjustments/repairs;

7.05 Touch up all minor nicks and scratches on the furniture that may have occurred during installation;

7.06 Clean the product once installed;

7.07 Clean up installation site. The site must present a neat, orderly and workmanlike appearance at all times. This must be accomplished by the removal of scrap material, debris and the likes from the site, as frequently as is necessary, using a dumpster arranged for by the Contractor;

7.08 Upon completion of the installation and at the request of the Project Authority, the Contractor (or his authorized representative) must walk through the installation area with the Project Authority (or an authorized representative of the Project Authority to verify the operating condition of all products in accordance with the Deficiency Procedures.

8. DEFICIENCY PROCEDURE

The Contractor must adhere to the following deficiency procedures;

8.01 The Contractor must notify the Project Authority when the installation is completed;

8.02 The Project Authority must arrange for the inspection with the Contractor;

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

8.03 The inspection must take place no later than three business days after installation is completed;

8.04 If the contract is for a phased installation, the walk-through inspection must take place no later than three business days after the completion of each phase;

8.05 The Project Authority, in consultation with the Contractor, must prepare the deficiency list documenting all problems in every installation area;

8.06 The deficiency list must be forwarded by the Project Authority to the Contractor;

8.07 Within three business days of receipt of this deficiency list, the Contractor must complete all minor deficiencies and make all adjustments not requiring new parts;

8.08 For all deficiencies other than those identified in point 7, the Contractor must submit the plan of action with delivery dates or completion dates within fourteen calendar days from receipt of the deficiency list from the Project Authority and;

8.09 The Contractor must notify the Project Authority when all deficiencies have been completed. If the Project Authority is satisfied with the deficiency corrections, the Project Authority must provide the Contractor a final sign-off that the deficiencies have been satisfied.

All inclusive Firm Lot Price: \$_____
(except for taxes)

(End of page)

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

ANNEX "B" – Evaluation Grid

| Criteria | Description | Page # in Vendor's Bid where criteria is demonstrated |
|----------|--|---|
| 2.01 | All Lockers products and components offered under this solicitation must meet the acceptance criteria provided in ANSI/BIFMA X5.5, and CAN/CGSB 44.227 when tested in accordance with the appropriate tests from the referenced standards and purchase description. | Page #: |
| 2.02 | All ANSI/BFMI tests only must be completed at an acceptable testing facility. An independent testing laboratory and a company owned laboratory are acceptable provided that the laboratory has been accredited by a nationally recognized body such as Standards Council of Canada, A2LA(American Association for Laboratory Accreditation) or is listed on the Canadian General Standards Board (CGSB) Laboratory Acceptance Program. | Page #: |
| 2.03 | Test reports must be not more than five (5) years old at the time of submittal. | Page #: |
| 3.01 | All products must be new and from the same manufacturer. | Page #: |
| 3.02 | Quality of Workmanship - The assembled components must be uniform in quality, style, material and workmanship and must be clean and free from any defects that may affect appearance, serviceability, or safety. When assembled in all possible configurations there must be no visible unfinished edges or surfaces, other than stainless steel. Metal edges, corners and parts with which the user is intended to come in contact, must have rounded corners or be covered with protective caps. Lubricated parts must be protected against accidental contact with the user, the user's clothes or documents. | Page #: |
| 3.03 | Welds - All welds must be structurally sound, free from cracks and surface voids. They must be clean, smooth and uniform in appearance and free from scale, flux, trapped foreign matter or any other inclusions that may be detrimental to the application of the primer or final finish. | Page #: |
| 3.04 | Steel thickness – Lockers must be built with minimum 16 gauge steel thickness. | Page #: |
| 3.05 | Finish- Lockers must be finished with a durable scratch resistant, heat cured powder coat paint. | Page #: |
| 3.06 | Lockers must be of Charcoal gray color. | Page #: |

Solicitation No. - N° de l'invitation
B8114-170410/A
Client Ref. No. - N° de réf. du client
B8114-170410

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460.B8114-170410

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

| Criteria | Description | Page # in Vendor's Bid where criteria is demonstrated |
|----------|---|---|
| 3.07 | Door Handle - Door handle must feature a fingertip lift latch that is recessed into the door face to create a smooth catch-free surface that discourages the padlock from being cut off. | Page #: |
| 3.08 | Lock – Lockers must have HASP mechanism to accommodate a personal padlock. | Page #: |
| 3.09 | Shelves – Lockers must have at least one upper shelf. | Page #: |
| 3.10 | Lockers must have double and single prong coat hooks | Page #: |
| 3.11 | Lockers must have a recessed bottom kick plate. | Page #: |
| 3.12 | Safety - Fixed, moveable or adjustable parts must be constructed so that they cannot unintentionally become loose, dislodged or cause personal injury. | Page #: |
| 3.13 | Configuration - All lockers must have the ability to butt against one another. | Page #: |
| 3.14 | In addition to the labelling requirement stated in CAN/CGSB-44.227-2008, all freestanding office furniture components must also be permanently and legibly marked with the product code and the date of manufacture or alternatively the expiry date of the warranty. | Page #: |
| 4.01 | Single Tier Locker – Dimensions must be with a nominal size of 305 mm (12") wide and 381 mm (15") in depth and 1829 mm (72") in height. | Page #: |
| 4.02 | Triple Tier Locker – Dimensions must be with a nominal size of 914 mm (36") wide and 381 mm (15") in depth and 1829 mm (72") in height. | Page #: |
| 5 | Warranty Period - The warranty period will be ten (10) years with the exception of user adjustable components, which must have a warranty of five (5) years. | Page #: |