



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Travaux publics et Services gouvernementaux  
Canada

Place Bonaventure,  
800 rue de la Gauchetière Ouest  
Voir aux présentes - See herein  
Montréal

Québec  
H5A 1L6

FAX pour soumissions: (514) 496-3822

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Travaux publics et Services gouvernementaux Canada  
Place Bonaventure,  
800 rue de la Gauchetière Ouest  
Voir aux présentes - See herein  
Montréal  
Québec  
H5A 1L6

|   |  |
|---|--|
| <b>Title - Sujet</b><br>Mobilier AMA - SA Furniture   |  |
| <b>Solicitation No. - N° de l'invitation</b><br>EF245-181519/A  | <b>Amendment No. - N° modif.</b><br>004      |
| <b>Client Reference No. - N° de référence du client</b><br>EF245-18-1519  | <b>Date</b><br>2017-11-29                    |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-SMTA-160-14602  |  |
| <b>File No. - N° de dossier</b><br>MTA-7-40233 (160)  | <b>CCC No./N° CCC - FMS No./N° VME</b>       |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b><br><b>on - le 2017-12-06</b>  |  |
| <b>Time Zone</b><br>Fuseau horaire<br>Heure Normale du l'Est<br>HNE   |  |
| <b>F.O.B. - F.A.B.</b><br><b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/> |  |
| <b>Address Enquiries to: - Adresser toutes questions à:</b><br>Asquino, Carolina  | <b>Buyer Id - Id de l'acheteur</b><br>mta160 |
| <b>Telephone No. - N° de téléphone</b><br>(514) 496-3549 ( )  | <b>FAX No. - N° de FAX</b><br>(514) 496-3822 |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b>   |  |

Instructions: See Herein

Instructions: Voir aux présentes

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

## AMENDMENT 004

This amendment 004 is raised for the following:

- 1) Amend the solicitation closing date
  - 2) Replace the Request for Bid
- 

### **Amendment #1**

**The closing date has been extended to December 6, 2017 by 2 pm EST.**

### **Amendment #2**

#### **Delete:**

The Request for Bid (RFB - amendment 001) with the floor plans in the attachments.

#### **Replace:**

With this Request for Bid (RFB – amendment 004) with the new floor plans in the attachments. The sections deleted have been indicated in red on the following pages:

- p. 7
- p. 16
- p. 21-26 **Delete entire Category 5**
- p. 29
- p. 40

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**

## **TABLE OF CONTENTS**

Section 1 – Invitation and Instructions to Bidders

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

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

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

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

### **Step 2. ☒ Competitive or ☐ Non-Competitive**

For Competitive Requirements:

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

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

### **Step 3. ☒ General or ☐ PSAB**

#### **Terms of the RFB:**

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

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

- The information requested by Canada in Annex A herein.

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

#### **Security Requirement**

Not applicable

|   |   |
|---|---|
| <b>RFB Issued by:</b>   |   |
| Identified User's (IU) Department/Agency/Crown Corporation:<br>Contact for this RFB:  | See Section 2, article 4.1 below.   |
| <b>RFB Closing - Submit Bid:</b><br>Bids must be submitted to the Contracting Authority on the date and at the time indicated below.  |   |
| By no later than date and time:   | <b>a. Wednesday, December 6, 2017</b><br>b. By 2 p.m. EST   |
| - To physical location (if applicable)  | Bid Receiving Unit<br>Place Bonaventure<br>800 rue de la Gauchetière Ouest, suite 1110,<br>Montreal, Qc H5A 1L6 |
| <b>RFB Enquiries</b>  |   |
| Unless a different period is listed in the adjacent column, Bidders may submit enquiries about the RFB to the Contracting Authority two business days prior to the RFB closing date. Enquiries received after the timeline indicated may not be answered. | <b>4 business days</b>  |

**SECTION 2 - RESULTING CONTRACT CLAUSES**

|           |  |   |
|-----------|--|---|
| <b>1.</b> | <b>Terms and Conditions of the Contract</b><br>The terms and conditions of Parts 6A and 6C of the Supplier's SA within the series E60PQ-140003/PQ apply to and form part of this Contract.   |   |
| <b>2.</b> | <b>Security Requirement</b> (Applies if article a. or b. is checked)   |   |
| 2.1       | The applicable security requirement(s) is (are) set out in the Security Requirement Check List attached as Annex B of this contract. The Contractor must fulfill the security requirements by meeting the terms below (the checked article applies). |   |
|           | a.   | <b>Contractor may be escorted; possession of security clearance not required.</b><br>Contractor personnel MAY NOT ENTER NOR PERFORM WORK ON sites where PROTECTED or CLASSIFIED information or assets are kept, without an escort provided by the department or agency for which the work is being performed. |
|           | b.   | <b>Possession of security clearance(s) is required.</b><br>The Contractor must meet the security clearance requirements contained in the clausling in Annex B herein.   |
|           | c.   | <b>X</b> <b>There is no security requirement associated with this contract.</b>   |
| <b>3.</b> | <b>Requirement</b>   |   |
| 3.1       | The Contractor must perform the Work listed in Annex A herein.   |   |
| <b>4.</b> | <b>Authorities</b>   |   |
| 4.1       | <b>Contracting Authority (</b>   |   |
|           | Name:  | <b>Carolina Asquino</b>   |
|           | Title:   | Supply Specialist   |
|           | Department/Agency/Crown Corporation:   | Public Services and Procurement Canada  |
|           | Address:   | 800 rue de la Gauchetière Ouest, suite 1110,<br>Montreal, Qc H5A 1L6  |
|           | Telephone No.:   | <b>514-496-3549</b>   |
|           | E-mail address:  | <a href="mailto:carolina.asquino@tpsgc-pwgsc.gc.ca">carolina.asquino@tpsgc-pwgsc.gc.ca</a>  |
| 4.2       | <b>Project Authority</b> [Will be completed at contract award]   |   |
|           | Name:  |   |
|           | Title:   |   |
|           | Department/Agency/Crown Corporation:   |   |
|           | Address:   |   |

|     |   |  |
|-----|---|--|
|     | Telephone No.:  |  |
|     | Facsimile No.:  |  |
|     | E-mail address:   |  |
| 4.3 | <b>Contractor's Representative</b>  |  |
|     | As set out in Annex A, Table 10 below.  |  |
| 5.  | <b>Payment</b>  |  |
|     | Method of Payment   |  |
|     | The checked box applies. If the Contractor's SA indicates acceptance for payment by credit card, that method may be used in conjunction with the following.                       |  |
|     | <input type="checkbox"/>  | Single Payment   |
|     | <input checked="" type="checkbox"/>   | <b>Multiple Payment</b> (according to the amount of categories per contract) |
| 6.  | <b>Invoicing</b> [Will be completed at contract award]  |  |
|     | Further to the Invoicing terms of the WTCM document, the Contractor will deliver the original and one copy of the invoice to the following address for certification and payment: |  |
|     | Name of the organization and contact:   |  |
|     | Address:  |  |

## ANNEX A.1 REQUIREMENT and BASIS OF PAYMENT

### 1. Category Selection

The requirement includes the following category (ies) of work.

- a. ☒ Category 1 – Interconnecting Panels and Freestanding Systems

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when combined with interconnecting panels and/or freestanding systems and if the total sum of metal storage products represent less than 20% of the requirement. If this rule does not apply to the requirement, Category 3 must be used for the metal storage products forming part of this category.

☐ Category 1 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- b. ☒ Category 2 – Freestanding Height Adjustable Desk / Table Products

**RULE:** Category 1 and 2 - Applies

Category 1 and 2 can be combined for tier 2 and tier 3 requirements when Category 2 surfaces comprise no more than 50% of the total sum of work surfaces.

☒ Category 2 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- c. ☐ Category 3 – Metal Filing and Storage Cabinets

**RULE:** High Storage Products

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable when the requirement is to match existing panel systems heights forming part of an existing inventory. Additional storage forming part of the same requirement not incorporated into an existing panel system workstation must not specify maximum heights and added as a separate line item at article 3 of this Annex.

Maximum Height for product #(s) \_\_\_\_\_ at article 3 of this Annex is \_\_\_\_\_.

☐ Category 3 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- d. ☐ Category 4 – Wood Veneer – Freestanding Products

☐ Category 4 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- e. ☐ Category 5 – Ancillary and Lighting Products

☐ Category 5 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- f. ☐ Category 6 - Support Space – Collaborative Furniture

**RULE 1:** Category 6 can be further subdivided by space or like item in order to increase or allow competition. Space is defined as a location available for a particular purpose such as a meeting room space or a collaborative space. Like items are defined as products with similar design and construction.

**RULE 2:** Clients may exercise an option to upgrade products up to 15% of the Category 6 product total before applicable taxes after contract award for Category 6 products.

The Design Upgrade amount is used at the discretion of the Project Authority (PA). Within ten business days of the contract award, the PA will provide the Contractor with a written notice of Canada's Design Upgrade choices for each of the product(s) to be upgraded in Category 6, Annex A. The Contractor will provide the pricing of the upgraded product(s) to a maximum of 15% of Category 6 Product Total of Table 9 at Article 1. The Contracting Authority will issue an amendment to the contract with the Design Upgrades and pricing.

The Supplier certifies that all the Design Upgraded products offered will conform to all specifications and meet the testing requirements detailed in the Specifications of the Supply Arrangement.

Design Upgrade: is the process of replacing a product with a more innovative or enhanced version of the same product/series.

☐ Category 6 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB (approval by AB required before adding to requirement)

g. ☐ Product Related Services

## 2. GoCUID identification and/or floor plan(s)

2.1 For Product Related Services requirements

2.2 For Categories 1-6:

Scenario a. ☐ Does not include a floor plan – Category(ies) \_\_\_\_\_

Scenario b. ☒ Includes floor plan(s) WITH identification of product information in Annex C of this RFB for Category 1 and WITH identification of product information in Table 1 of this RFB for Category 2

Floor plan(s) are used for information purposes (

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

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

## 3. Product and Pricing Tables

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

### **Product Category: 1 & 2**

**Table 1 – Product**

| Section A - IU REQUIREMENT |        |   |     | Section B – SUPPLIER'S BID |                         |                                       |
|----------------------------|--------|---|-----|----------------------------|-------------------------|---------------------------------------|
| #                          | GoCUID | Description of Product (optional field) | Qty | Supplier Part Number       | Firm unit Price**<br>\$ | Extended Total<br>[Qty x Price]<br>\$ |

|  |  |   |     |  |  |  |
|--|--|---|-----|--|--|--|
| 1  | Category 1 – 5 <sup>th</sup> floor - See Annex C |   |     |  |  |  |
| 2  | Category 1 – 6 <sup>th</sup> floor - See Annex C |   |     |  |  |  |
| <p>Category 1 &amp; 2 — Note: For all horizontal surfaces: must be High Pressure Laminate (HPL) &amp; for all vertical surfaces must be Low Pressure Laminate (LPL)</p> <p>Category 2 — Note: for all adjustable tables must provide:</p> <ul style="list-style-type: none"> <li>• undermount power bar</li> <li>• cable management (undermount wire gutter)</li> <li>• articulated leg wire management</li> </ul> |  |   |     |  |  |  |
| 3  | FSCAEA4824                                       |   | 8   |  |  |  |
| 4  | FSCAEA4830                                       |   | 131 |  |  |  |
| 5  | FSCAEA5430                                       |   | 13  |  |  |  |
| 6  | FSCAEA4224                                       |   | 3   |  |  |  |
| 7  | FSCAEA4824                                       |   | 3   |  |  |  |
| 8  | FSCAEA4830                                       |   | 109 |  |  |  |
| 9  | FSCAEA5430                                       |   | 7   |  |  |  |
| <p>Non-SA (NSA) products forming part of this requirement not to exceed 20% of the firm quantity from the products above in this table.</p> <p>The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.</p>   |  |   |     |  |  |  |
| Category 1 – See plan also   |  |   |     |  |  |  |
| 10   | Open area 5e                                     | Surface 36x72 laminated- to be put on top of filing cabinets of 36x18 | 2   |  |  |  |
| 11   | Open area 5e                                     | Surface 36x60 laminated- to be put on top of filing cabinets of 30x18 | 4   |  |  |  |
| 12   |  | Surface 18x72 laminated- to be put on top of filing cabinets (36x18)  | 4   |  |  |  |



|    |                                   |  |   |  |  |  |
|----|-----------------------------------|--|---|--|--|--|
| 13 |                                   | Surface 18x108 laminated- to be put on top of filing cabinets (36x18)  | 1 |  |  |  |
| 14 | 517                               | Laminated table 36x72 with end gable and modesty panel – See plan  | 1 |  |  |  |
| 15 |                                   | Table 20x72 with end gable for supporting hutch-laminated  | 1 |  |  |  |
| 16 |                                   | Hutch to be put on top of table 20x72 -laminated depth ± 12 in, height ± 37 in, width 72 in with 4 hinge doors with keys | 1 |  |  |  |
| 17 | 535, 534, 522, 523, 524, 526, 527 | Table 30x66 with end gable and modesty panel-laminated   | 8 |  |  |  |
| 18 | 555                               | Table 20x66 with end gable for supporting hutch  | 8 |  |  |  |
| 19 | See plan                          | Hutch to be put on top of table 20x66 -laminated depth ± 12 in, height ± 37 in, width 72 in with 4 hinge doors with keys | 8 |  |  |  |
| 20 | See plan                          | Pedestal-box/box/file 15x20-laminated<br>These pedestal go under table with hutch-                                       | 9 |  |  |  |
| 21 | 511                               | Laminated Mobile Table 24x40 with Casters- Height +/-29 In   | 1 |  |  |  |
| 22 | 520                               | Laminated round table 30 in diam, height 29-31 inch, circular monopod base   | 2 |  |  |  |
| 23 |                                   | Laminated square table 30x30, height 29-31 inch, monopod base  | 4 |  |  |  |
| 24 | Open area 6e                      | Surface 36x72 laminated- to be put on top of filing cabinets of 36x18  | 2 |  |  |  |
| 25 |                                   | Surface 18x72 laminated- to be put on top of filing cabinets (36x18)   | 3 |  |  |  |
| 26 |                                   | Surface 18x30 laminated- to be put on top of filing cabinet (30x18)  | 1 |  |  |  |
| 27 | 630 655 & 643                     | Laminated table 36x72 with end gable and modesty panel   | 2 |  |  |  |
| 28 |                                   | Table 20x72 with end gable for supporting hutch-laminated  | 2 |  |  |  |

|   |   |   |   |                  |  |  |
|---|---|---|---|------------------|--|--|
| 29  | 630 & 655   | Hutch to be put on top of table 20x72 -laminated depth $\pm$ 12 in, height $\pm$ 37 in, width 72 in with 4 hinge doors with keys          | 2 |                  |  |  |
| 30  | 643   | Laminated surface 9'x20" to be put on top of 2 filing cabinet- See plan. Provide end gable and reinforcement - Provide shop drawing       | 1 |                  |  |  |
| 31  | 631 & 653<br>615 & 616  | Table 30X66 with end gable and modesty panel (3/4)-see plan-laminated   | 4 |                  |  |  |
| 32  | 631 & 653   | Table 20x66 with end gable for supporting hutch   | 2 |                  |  |  |
| 33  | See plan  | Hutch to be put on top of table 20x66 -laminated depth $\pm$ 12 in, height $\pm$ 37 in, width 72 in with 4 hinge doors with keys          | 2 |                  |  |  |
| 34  | 630 & 631<br>655 & 563  | Pedestal-Box/Box/File-15X20-Laminated. These Pedestal Go Under Table With Hutch-See Plan  | 4 |                  |  |  |
| 35  | 602, 622  | Laminated Round Table 36 In Diam, Height 29-31 Inch, Circular Monopod Base  | 8 |                  |  |  |
| 36  | 656   | Laminated Round Table 20 In Diam, Height 29-31 Inch, Circular Monopod Base  | 2 |                  |  |  |
| 37  | 639.1   | Bookcase in laminated 42" wide x 12" deep x 66 " height   | 1 |                  |  |  |
| Category 2                                  |   |   |   |                  |  |  |
| 38  | External power module<br>For stations # 514-19 to 22 & 514-23 to 26 | For benching stations provide one external power module mounted on the surface with 1 double electrical outlet and 1 USB and 1 voice/data | 8 |                  |  |  |
| 39  | External power module<br>For stations # 624-19 to 22                | For benching stations provide one external power module mounted on the surface with 1 double electrical outlet and 1 USB and 1 voice/data | 4 |                  |  |  |
| **Must not exceed ceiling unit price in SA. |   |   |   | Product Total \$ |  |  |

**Table 2 - Delivery**

| Section A - IU REQUIREMENT   |   |                      |  | Section B – SUPPLIER'S BID                               |                   |   |
|--|---|----------------------|--|--|-------------------|---|
| Product Item # from Table 1  | Location  | Desired Date (Y/M/D) | Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)* | Supplier will deliver on the date and at the time below* | Firm Lot Price \$ | Extended Total (Qty x Firm Unit Price) \$ |
| 1, 3 to 5, 10 to 23 & 38   | DEC - 800 boul. René-Lévesque Ouest, Montréal 5th floor | March 2 to 4, 2018   | Outside Normal – from 6 pm March 2 to 10 pm March 4                                      |  |                   |   |
| 6 to 9, 24 to 37 & 39  | DEC - 800 boul. René-Lévesque Ouest, Montréal 6th floor | March 2 to 4, 2018   | Outside Normal – from 6 pm March 2 to 10 pm March 4                                      |  |                   |   |
| *If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.<br><b>Note: Delivery during business days is only permitted from 6:00 pm until 6:00 am.</b> |   |                      |  | Delivery Total:  |                   | \$  |

**Table 3 – Installation**

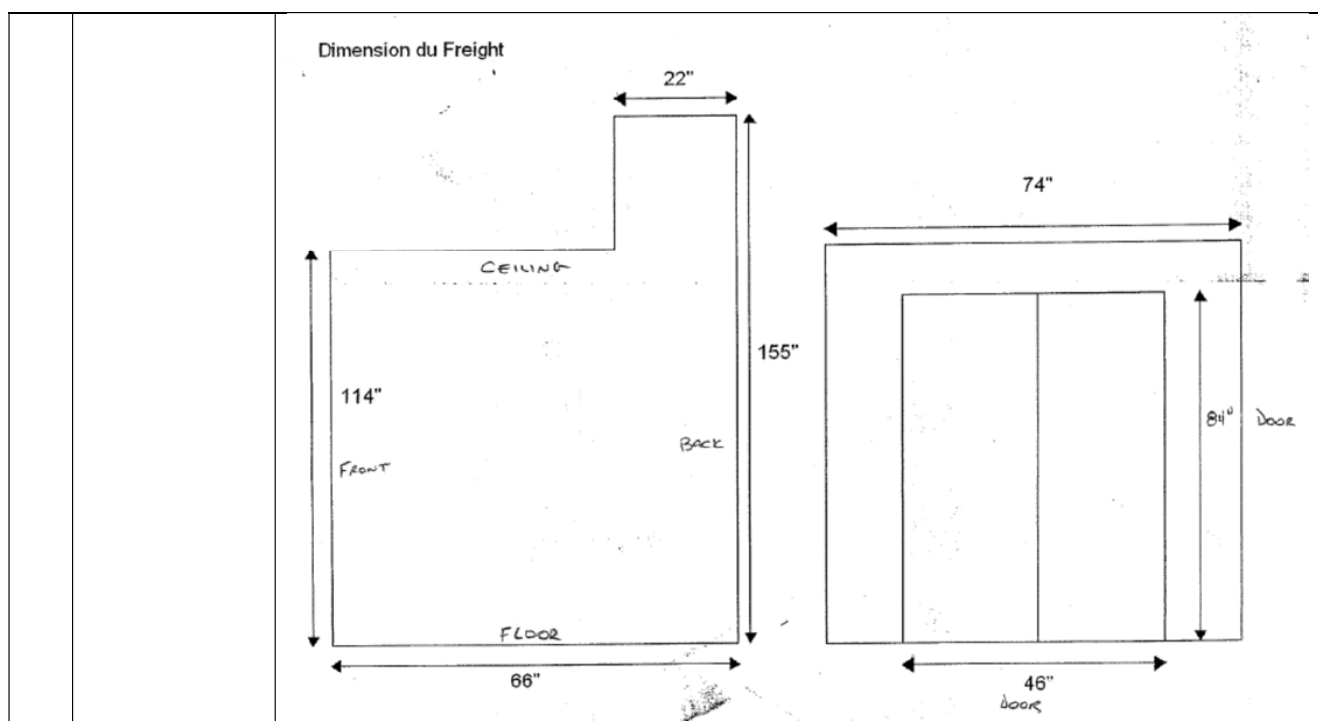
| Section A - IU REQUIREMENT  |   |                                |  | Section B – SUPPLIER'S BID                               |                   |   |
|-----------------------------|---|--------------------------------|--|--|-------------------|---|
| Product Item # from Table 1 | Location  | Desired Date (Y/M/D)           | Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)* | Supplier will install on the date and at the time below* | Firm lot Price \$ | Extended Total (Qty x Firm Unit Price) \$ |
| 1, 3 to 5, 10 to 23 & 38    | DEC - 800 boul. René-Lévesque Ouest, Montréal 5th floor | March 5 to 16 & March 16 to 23 | Normal &/or Outside Normal   |  |                   |   |

|  |   |   |   |  |    |  |
|--|---|---|---|--|----|--|
|  |   |   | see note  |  |    |  |
| 6 to 9,<br>24 to 37<br>& 39  | DEC - 800 boul. René-Lévesque Ouest,<br>Montréal<br>6th floor | March 5<br>to 16 &<br>March<br>16 to 23 | Normal<br>&/or<br>Outside<br>Normal<br>see note |  |    |  |
| <p>*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time.</p> <p><i>Note: The electrical connectivity and cabling is projected to be a duration of 2 weeks starting March 5th to the 16, 2018 for category 1. For all other furniture categories, the installation is projected from March 16th to the 23rd, 2018. The final goods approval shall be done by the latest on March 23rd, 2018. It is responsible of the supplier to assign the respected crew to follow the schedule. If required, night and week-end shift are feasible to ensure dates to be respected. It is possible that the projected dates be modified during the project process. Thirty days (30) prior to installation date the general contractor will advise of the installation date schedule. Work/installation can be performed during working hours (7:00 am till 5:00 pm) as long as the building rules of conduct of respected and that occupants are not disturb during the work.</i></p> |   |   | Installation Total:                             |  | \$ |  |

Tables 4 to 7 – Not applicable

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

|           |   |   |
|-----------|---|---|
| <b>1.</b> | <b>Standard Finishes</b>  |   |
| 1.1       | <p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p> |   |
| <b>2.</b> | <b>Canada's Facilities to Accommodate the Delivery</b>  |   |
| 2.1       | Loading Dock/Location   |   |
| A         | Location  | 800 boul René Lévesque West – Access to the loading dock is behind the building: Turn right in the East alley, then direct yourself to Belmont from Université street.  |
| B         | Dock  | No platform is available your truck must have a tail gate   |
| C         | Lift  | 1 service elevator- Load capacity of a maximum 3000lb<br>Dimension – 66" large x 114" deep – See drawing  |
| D         | Door  | 46" x 84" - See drawing   |
| 2.2       | Freight Elevator  |   |
| 2.3       | Other (specify, if any)   | <ul style="list-style-type: none"> <li>Maximum truck dimensions are; 11'-9"(3.5m) high and 45 foot (18m) long</li> <li>Freight elevator will be assigned to the company with an access card. The building maintenance (owner) shall be advised to protect the freight elevator prior to delivery arrival.</li> <li>Please note that it is strictly prohibited to move any material or/and furniture from the main lobby.</li> </ul> |



### Continuance of Certifications

The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces, as follows:

|     |  |
|-----|--|
| 3.1 | Integrity Provisions                                     |
| 3.2 | Federal Contractor's Program for Employment Equity       |
| 3.4 | Product Conformance                                      |
| 3.5 | Price Certification (In accordance with the SA, Part 6B) |

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

|    |  |      |
|----|--|------|
| 1  | Product Total (Table 1) or Annex C Total                             | \$   |
| 2  | <b>Optional</b> Product Total (Table 4)                              | \$   |
| 3  | Delivery Total (Table 2)   | \$   |
| 4  | <b>Optional</b> Delivery Total (Table 5)                             | \$   |
| 5  | Installation Total (Table 3)   | \$   |
| 6  | <b>Optional</b> Installation Total (Table 6)                         | \$   |
| 7  | Product Related Services Total (if applicable) (Table 7)             | \$   |
| 8  | NSA Total (if applicable)  | \$   |
| 9  | Hardware Total as per article 1.5 of Annex A-1 of SA (if applicable) | \$   |
| 10 | <b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7+8+9):</b>  | \$\$ |
| 11 | Applicable Tax(es):  | \$   |
| 12 | <b>Total Estimated Cost (10+11):</b>                                 | \$   |

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

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

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

## ANNEX A.2 REQUIREMENT and BASIS OF PAYMENT

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### 1. Category Selection

The requirement includes the following category (ies) of work.

- a. ☐ Category 1 – Interconnecting Panels and Freestanding Systems

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when combined with interconnecting panels and/or freestanding systems and if the total sum of metal storage products represent less than 20% of the requirement. If this rule does not apply to the requirement, Category 3 must be used for the metal storage products forming part of this category.

- ☐ Category 1 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- b. ☐ Category 2 – Freestanding Height Adjustable Desk / Table Products

**RULE:** Category 1 and 2

Category 1 and 2 can be combined for tier 2 and tier 3 requirements when Category 2 surfaces comprise no more than 50% of the total sum of work surfaces.

- ☐ Category 2 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- c. ☒ Category 3 – Metal Filing and Storage Cabinets

**RULE:** High Storage Products

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable when the requirement is to match existing panel systems heights forming part of an existing inventory. Additional storage forming part of the same requirement not incorporated into an existing panel system workstation must not specify maximum heights and added as a separate line item at article 3 of this Annex.

Maximum Height for product #(s) \_\_\_\_\_ at article 3 of this Annex is \_\_\_\_\_.

- ☐ Category 3 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- d. ☐ Category 4 – Wood Veneer – Freestanding Products

- ☐ Category 4 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- e. ☐ Category 5 – Ancillary and Lighting Products

- ☐ Category 5 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- f. ☐ Category 6 - Support Space – Collaborative Furniture

**RULE 1:** Category 6 can be further subdivided by space or like item in order to increase or allow competition. Space is defined as a location available for a particular purpose such as a meeting room space or a collaborative space. Like items are defined as products with similar design and construction.

**RULE 2:** Clients may exercise an option to upgrade products up to 15% of the Category 6 product total before applicable taxes after contract award for Category 6 products.

The Design Upgrade amount is used at the discretion of the Project Authority (PA). Within ten business days of the contract award, the PA will provide the Contractor with a written notice of Canada's Design Upgrade choices for each of the product(s) to be upgraded in Category 6, Annex A. The Contractor will provide the pricing of the upgraded product(s) to a maximum of 15% of Category 6 Product Total of Table 9 at Article 1. The Contracting Authority will issue an amendment to the contract with the Design Upgrades and pricing.

The Supplier certifies that all the Design Upgraded products offered will conform to all specifications and meet the testing requirements detailed in the Specifications of the Supply Arrangement.

Design Upgrade: is the process of replacing a product with a more innovative or enhanced version of the same product/series.

☐ Category 6 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB (approval by AB required before adding to requirement)

g. ☐ Product Related Services

## 2. GoCUID identification and/or floor plan(s)

2.1 For Product Related Services requirements

2.2 For Categories 1-6:

Scenario a. ☐ Does not include a floor plan – Category(ies) \_\_\_\_\_

Scenario b. ☒ Includes floor plan(s) WITH identification of product information in Table 1 below. Category 3.

Floor plan(s) are used for information purposes (

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

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

## 3. Product and Pricing Tables

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

### **Product Category: 3**

**Table 1 – Product**

| Section A - IU REQUIREMENT |        |   |     | Section B – SUPPLIER'S BID |                            |   |
|----------------------------|--------|---|-----|----------------------------|----------------------------|---|
| #                          | GoCUID | Description of Product<br><b>MANDATORY<br/>SPECIFICATIONS</b> | Qty | Supplier Part<br>Number    | Firm unit<br>Price**<br>\$ | Extended<br>Total<br>[Qty x<br>Price]<br>\$ |



|   |                     |   |    |               |    |  |
|---|---------------------|---|----|---------------|----|--|
| 1   | LLFC3DFDxxx1836xxxx | Lateral filing cabinet 36x18 with 3 drawers,<br><del>height 39"</del>     | 15 |               |    |  |
| 2   | LLFC4DFDxxx1836xxxx | Lateral filing cabinet 36x18 with 4 drawers,<br><del>height 51.125"</del> | 8  |               |    |  |
| 3   | LLFC3Dxxxxx1830xxxx | Lateral filing cabinet 30x18 with 3 drawers,<br><del>height 39"</del>     | 16 |               |    |  |
| 4   | LLFC4Dxxxxx1830xxxx | Lateral filing cabinet 30x18 with 4 drawers,<br><del>height 51.125"</del> | 3  |               |    |  |
| 5   | LLFC2DFDxxx1836xxxx | Lateral filing cabinet 36x18 with 2 drawers,<br><del>height 26.625"</del> | 3  |               |    |  |
| 6   | LLFC3DFDxxx1836xxxx | Lateral filing cabinet 36x18 with 3 drawers,<br><del>height 39"</del>     | 8  |               |    |  |
| 7   | LLFC4DFDxxx1836xxxx | Lateral filing cabinet 36x18 with 4 drawers,<br><del>height 51.125"</del> | 7  |               |    |  |
| 8   | LLFC4Dxxxxx1830xxxx | Lateral filing cabinet 30x18 with 4 drawers,<br><del>height 51.125"</del> | 2  |               |    |  |
| 9   | LLFC2Dxxxxx1830xxxx | Lateral filing cabinet 30x18 with 2 drawers,<br><del>height 26.625"</del> | 1  |               |    |  |
| Non-SA (NSA) products forming part of this requirement not to exceed 20% of the firm quantity from the products above in this table.                          |                     |   |    |               |    |  |
| The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D. |                     |   |    |               |    |  |
| N/A   |                     |   |    |               |    |  |
| **Must not exceed ceiling unit price in SA.   |                     |   |    | Product Total | \$ |  |

**Table 2 - Delivery**

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

|  |   |                          | Hours<br>(Outside)*  |  |  |    |
|--|---|--------------------------|--|--|--|----|
| 1 to 4   | DEC - 800 boul. René-Lévesque Ouest,<br>Montréal<br>5th floor | March 2<br>to 4,<br>2018 | Outside<br>Normal –<br>from 6 pm<br>March 2 to<br>10 pm<br>March 4 |  |  |    |
| 5 to 9   | DEC - 800 boul. René-Lévesque Ouest,<br>Montréal<br>6th floor | March 2<br>to 4,<br>2018 | Outside<br>Normal –<br>from 6 pm<br>March 2 to<br>10 pm<br>March 4 |  |  |    |
| *If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.<br><b>Note: Delivery during business days is only permitted from 6:00 pm until 6:00 am.</b> |   |                          | Delivery Total:  |  |  | \$ |

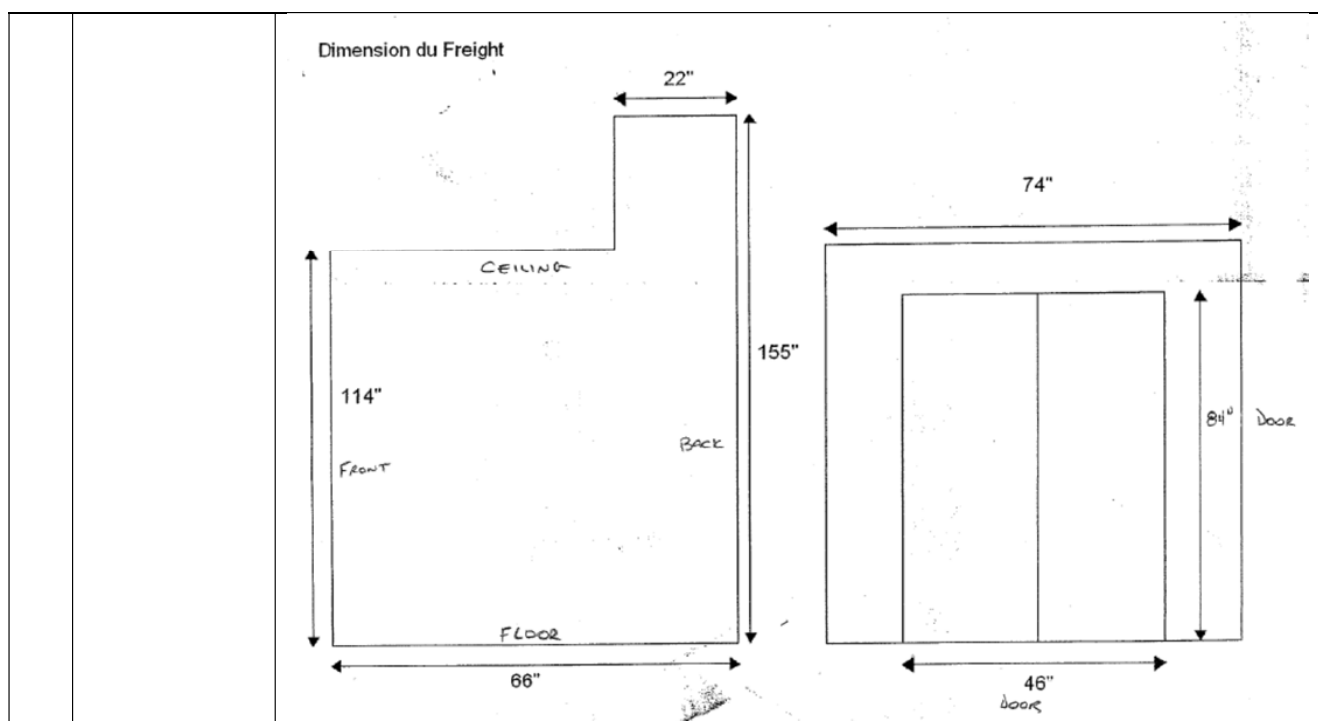
Table 3 – Installation

| Section A - IU REQUIREMENT   |   |   |   | Section B – SUPPLIER'S BID   |                         |   |
|--|---|---|---|--|-------------------------|---|
| Product<br>Item #<br>from<br>Table 1   | Location  | Desired<br>Date<br>(Y/M/D)              | Desired<br>Time:<br>Normal<br>Business<br>Hours<br>(Normal)<br>Or<br>Outside<br>Normal<br>Business<br>Hours<br>(Outside)* | Supplier will<br>install on the<br>date and at<br>the time<br>below* | Firm lot<br>Price<br>\$ | Extended<br>Total<br>(Qty x Firm<br>Unit Price)<br>\$ |
| 1 to 4   | DEC - 800 boul. René-Lévesque Ouest,<br>Montréal<br>5th floor | March 5<br>to 16 &<br>March<br>16 to 23 | Normal<br>&/or<br>Outside<br>Normal<br>see note   |  |                         |   |
| 5 to 9   | DEC - 800 boul. René-Lévesque Ouest,<br>Montréal<br>6th floor | March 5<br>to 16 &<br>March<br>16 to 23 | Normal<br>&/or<br>Outside<br>Normal<br>see note   |  |                         |   |
| *If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time.<br><i>Note: The electrical connectivity and cabling is projected to be a duration of 2 weeks starting March 5th to the 16, 2018 for category 1. For all other furniture categories, the installation is projected from March 16th to the 23rd, 2018. The final goods approval shall be done by the latest on March 23rd, 2018. It is responsible of the</i> |   |   |   | Installation Total:  |                         |   |
|  |   |   |   |  |                         |   |

|  |  |  |
|--|--|--|
| supplier to assign the respected crew to follow the schedule. If required, night and week-end shift are feasible to ensure dates to be respected. It is possible that the projected dates be modified during the project process. Thirty days (30) prior to installation date the general contractor will advise of the installation date schedule. Work/installation can be performed during working hours (7:00 am till 5:00 pm) as long as the building rules of conduct of respected and that occupants are not disturb during the work. |  |  |
|--|--|--|

**Tables 4 to 7 – Not applicable****Table 8 – Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications**

|           |   |   |
|-----------|---|---|
| <b>1.</b> | <b>Standard Finishes</b>  |   |
| 1.1       | <p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p> |   |
| <b>2.</b> | <b>Canada's Facilities to Accommodate the Delivery</b>  |   |
| 2.1       | Loading Dock/Location   |   |
| A         | Location  | 800 boul René Lévesque West – Access to the loading dock is behind the building: Turn right in the East alley, then direct yourself to Belmont from Université street.  |
| B         | Dock  | No platform is available your truck must have a tail gate   |
| C         | Lift  | 1 service elevator- Load capacity of a maximum 3000lb<br>Dimension – 66" large x 114" deep – See drawing  |
| D         | Door  | 46" x 84" - See drawing   |
| 2.2       | Freight Elevator  |   |
| 2.3       | Other (specify, if any)   | <ul style="list-style-type: none"> <li>Maximum truck dimensions are; 11'-9"(3.5m) high and 45 foot (18m) long</li> <li>Freight elevator will be assigned to the company with an access card. The building maintenance (owner) shall be advised to protect the freight elevator prior to delivery arrival.</li> <li>Please note that it is strictly prohibited to move any material or/and furniture from the main lobby.</li> </ul> |



#### Continuance of Certifications

The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces, as follows:

|     |  |
|-----|--|
| 3.1 | Integrity Provisions                                     |
| 3.2 | Federal Contractor's Program for Employment Equity       |
| 3.4 | Product Conformance                                      |
| 3.5 | Price Certification (In accordance with the SA, Part 6B) |

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

|    |  |      |
|----|--|------|
| 1  | Product Total (Table 1) or Annex C Total                             | \$   |
| 2  | <b>Optional</b> Product Total (Table 4)                              | \$   |
| 3  | Delivery Total (Table 2)   | \$   |
| 4  | <b>Optional</b> Delivery Total (Table 5)                             | \$   |
| 5  | Installation Total (Table 3)   | \$   |
| 6  | <b>Optional</b> Installation Total (Table 6)                         | \$   |
| 7  | Product Related Services Total (if applicable) (Table 7)             | \$   |
| 8  | NSA Total (if applicable)  | \$   |
| 9  | Hardware Total as per article 1.5 of Annex A-1 of SA (if applicable) | \$   |
| 10 | <b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7+8+9):</b>  | \$\$ |
| 11 | Applicable Tax(es):  | \$   |
| 12 | <b>Total Estimated Cost (10+11):</b>                                 | \$   |

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

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

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

**ANNEX A.3**  
**REQUIREMENT and BASIS OF PAYMENT**

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1. Category Selection

The requirement includes the following category (ies) of work:

- a. ☐ Category 1 — Interconnecting Panels and Freestanding Systems

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when combined with interconnecting panels and/or freestanding systems and if the total sum of metal storage products represent less than 20% of the requirement. If this rule does not apply to the requirement, Category 3 must be used for the metal storage products forming part of this category.

☐ Category 1 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- b. ☐ Category 2 — Freestanding Height Adjustable Desk / Table Products

**RULE:** Category 1 and 2

Category 1 and 2 can be combined for tier 2 and tier 3 requirements when Category 2 surfaces comprise no more than 50% of the total sum of work surfaces.

☐ Category 2 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- c. ☐ Category 3 — Metal Filing and Storage Cabinets

**RULE:** High Storage Products

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable when the requirement is to match existing panel systems heights forming part of an existing inventory. Additional storage forming part of the same requirement not incorporated into an existing panel system workstation must not specify maximum heights and added as a separate line item at article 3 of this Annex.

Maximum Height for product #(s) \_\_\_\_\_ at article 3 of this Annex is \_\_\_\_\_.

☐ Category 3 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- d. ☐ Category 4 — Wood Veneer — Freestanding Products

☐ Category 4 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- e. ☒ Category 5 — Ancillary and Lighting Products

☐ Category 5 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- f. ☐ Category 6 — Support Space — Collaborative Furniture

**RULE 1:** ~~Category 6 can be further subdivided by space or like item in order to increase or allow competition. Space is defined as a location available for a particular purpose such as a meeting room space or a collaborative space. Like items are defined as products with similar design and construction.~~

**RULE 2:** ~~Clients may exercise an option to upgrade products up to 15% of the Category 6 product total before applicable taxes after contract award for Category 6 products.~~

~~The Design Upgrade amount is used at the discretion of the Project Authority (PA). Within ten business days of the contract award, the PA will provide the Contractor with a written notice of Canada's Design Upgrade choices for each of the product(s) to be upgraded in Category 6, Annex A. The Contractor will provide the pricing of the upgraded product(s) to a maximum of 15% of Category 6 Product Total of Table 9 at Article 1. The Contracting Authority will issue an amendment to the contract with the Design Upgrades and pricing.~~

~~The Supplier certifies that all the Design Upgraded products offered will conform to all specifications and meet the testing requirements detailed in the Specifications of the Supply Arrangement.~~

~~Design Upgrade: is the process of replacing a product with a more innovative or enhanced version of the same product/series.~~

☐ ~~Category 6 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB (approval by AB required before adding to requirement)~~

g. ☐ ~~Product Related Services~~

## 2. GoCUID identification and/or floor plan(s)

2.1 For Product Related Services requirements

2.2 For Categories 1-6:

Scenario a. ☐ Does not include a floor plan – Category(ies) \_\_\_\_\_

Scenario b. ☒ Includes floor plan(s) WITH identification of product information in Table 1 below. Category-5

Floor plan(s) are used for information purposes {

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

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

## 3. Product and Pricing Tables

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

## **-Product Category: 5**

**Table 1 – Product**

| Section A - IU REQUIREMENT |        |   |     | Section B – SUPPLIER'S BID |                         |                                       |
|----------------------------|--------|---|-----|----------------------------|-------------------------|---------------------------------------|
| #                          | GoCUID | Description of Product (optional field) | Qty | Supplier Part Number       | Firm unit Price**<br>\$ | Extended Total<br>{Qty x Price}<br>\$ |

|  |       |  |     |               |  |    |
|--|-------|--|-----|---------------|--|----|
| 1  | MADME | Demountable, flexible and adjustable monitor arm that allows the possibility to remove one of the arm. | 151 |               |  |    |
| 2  | MADME | Demountable, flexible and adjustable monitor arm that allows the possibility to remove one of the arm. | 149 |               |  |    |
| <p>Non-SA (NSA) products forming part of this requirement not to exceed 20% of the firm quantity from the products above in this table.</p> <p>The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.</p> |       |  |     |               |  |    |
|  | N/A   |  |     |               |  |    |
| <p>**Must not exceed ceiling unit price in SA.</p>   |       |  |     | Product Total |  | \$ |

**Table 2 – Delivery**

| Section A – IU REQUIREMENT  |   |                      |  | Section B – SUPPLIER'S BID                               |                   |   |
|---|---|----------------------|--|--|-------------------|---|
| Product Item # from Table 1   | Location  | Desired Date (Y/M/D) | Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)* | Supplier will deliver on the date and at the time below* | Firm Lot Price \$ | Extended Total (Qty x Firm Unit Price) \$ |
| 4   | DEC – 800 boul. René-Lévesque-Ouest, Montréal 5th floor | March 2 to 4, 2018   | Outside Normal – from 6 pm March 2 to 10 pm March 4                                      |  |                   |   |
| 2   | DEC – 800 boul. René-Lévesque-Ouest, Montréal 6th floor | March 2 to 4, 2018   | Outside Normal – from 6 pm March 2 to 10 pm March 4                                      |  |                   |   |
| <p>*If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.<br/> <b>Note: Delivery during business days is only permitted from 6:00 pm until 6:00 am.</b></p> |   |                      |  | Delivery Total:  |                   | \$  |



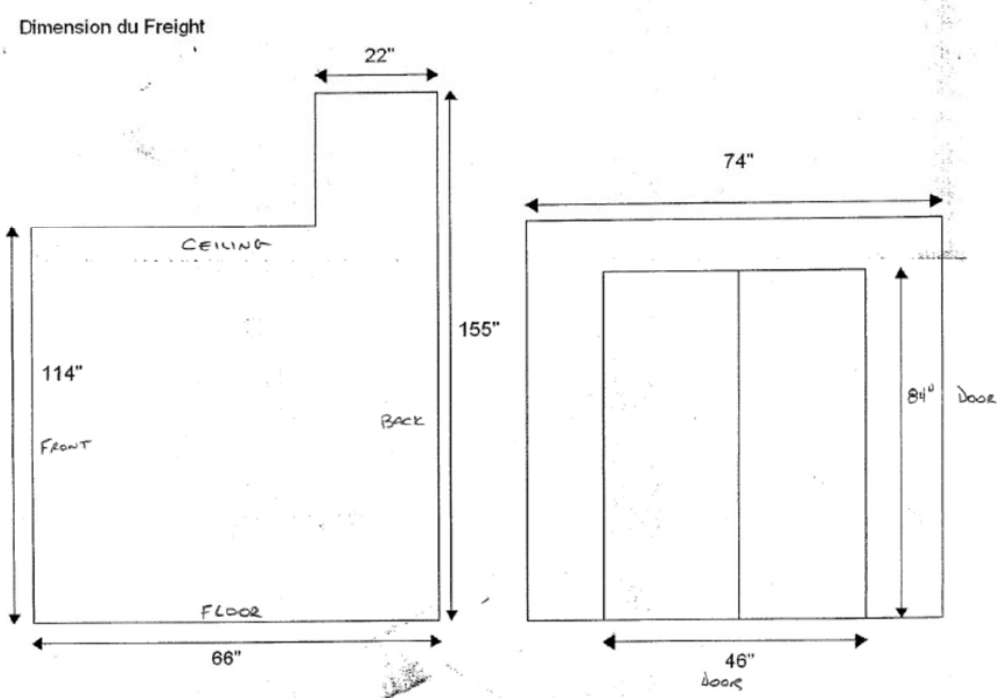
**Table 3—Installation**

| Section A – IU REQUIREMENT  |   |                                |  | Section B – SUPPLIER'S BID                               |                   |   |
|---|---|--------------------------------|--|--|-------------------|---|
| Product Item # from Table 1   | Location  | Desired Date (Y/M/D)           | Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)* | Supplier will install on the date and at the time below* | Firm lot Price \$ | Extended Total (Qty x Firm Unit Price) \$ |
| 1   | DEC—800 boul. René-Lévesque-Ouest, Montréal 5th floor | March 5 to 16 & March 16 to 23 | Normal &/or Outside Normal see note  |  |                   |   |
| 2   | DEC—800 boul. René-Lévesque-Ouest, Montréal 6th floor | March 5 to 16 & March 16 to 23 | Normal &/or Outside Normal see note  |  |                   |   |
| <p>*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time.</p> <p>Note: The electrical connectivity and cabling is projected to be a duration of 2 weeks starting March 5th to the 16, 2018 for category 1. For all other furniture categories, the installation is projected from March 16th to the 23rd, 2018. The final goods approval shall be done by the latest on March 23rd, 2018. It is responsible of the supplier to assign the respected crew to follow the schedule. If required, night and week-end shift are feasible to ensure dates to be respected. It is possible that the projected dates be modified during the project process. Thirty days (30) prior to installation date the general contractor will advise of the installation date schedule. Work/installation can be performed during working hours (7:00 am till 5:00 pm) as long as the building rules of conduct of respected and that occupants are not disturb during the work.</p> |   |                                |  | Installation Total:                                      |                   | \$  |

Tables 4 to 7 – Not applicable

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

|     |   |
|-----|---|
| 1.  | <b>Standard Finishes</b>  |
| 1.1 | <p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p> |

|            |  |  |
|------------|--|--|
| <b>2.</b>  | <b>Canada's Facilities to Accommodate the Delivery</b>   |  |
| <b>2.1</b> | <b>Loading Deck/Location</b>   |  |
| <b>A</b>   | <b>Location</b>  | 800 boul René Lévesque West — Access to the loading dock is behind the building: Turn right in the East alley, then direct yourself to Belmont from Université street.   |
| <b>B</b>   | <b>Dock</b>  | No platform is available your truck must have a tail gate  |
| <b>C</b>   | <b>Lift</b>  | 1 service elevator — Load capacity of a maximum 3000lb<br>Dimension — 66" large x 114" deep — See drawing  |
| <b>D</b>   | <b>Door</b>  | 46" x 84" — See drawing  |
| <b>2.2</b> | <b>Freight Elevator</b>  | 1 service elevator — see above for information   |
| <b>2.3</b> | <b>Other (specify, if any)</b>   | <ul style="list-style-type: none"> <li>Maximum truck dimensions are; 11'-9" (3.5m) high and 45 foot (18m) long</li> <li>Freight elevator will be assigned to the company with an access card. The building maintenance (owner) shall be advised to protect the freight elevator prior to delivery arrival.</li> <li>Please note that it is strictly prohibited to move any material or/and furniture from the main lobby.</li> </ul>  |
|            | <b>Continuance of Certifications</b>   |  |
|            | The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces, as follows: |  |
| <b>3.1</b> | <b>Integrity Provisions</b>  |  |
| <b>3.2</b> | <b>Federal Contractor's Program for Employment Equity</b>  |  |
| <b>3.4</b> | <b>Product Conformance</b>   |  |
| <b>3.5</b> | <b>Price Certification (In accordance with the SA, Part 6B)</b>  |  |

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

|    |  |      |
|----|--|------|
| 1  | Product Total (Table 1) or Annex C Total                                 | \$   |
| 2  | <b>Optional</b> Product Total (Table 4)                                  | \$   |
| 3  | Delivery Total (Table 2)   | \$   |
| 4  | <b>Optional</b> Delivery Total (Table 5)                                 | \$   |
| 5  | Installation Total (Table 3)   | \$   |
| 6  | <b>Optional</b> Installation Total (Table 6)                             | \$   |
| 7  | Product Related Services Total (if applicable) (Table 7)                 | \$   |
| 8  | NSA Total (if applicable)  | \$   |
| 9  | Hardware Total as per article 1.5 of Annex A-1 of SA (if applicable)     | \$   |
| 10 | <b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6 + 7 + 8 + 9):</b> | \$\$ |
| 11 | Applicable Tax(es):  | \$   |
| 12 | <b>Total Estimated Cost (10+11):</b>                                     | \$   |

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

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

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

#### ANNEX A.4 REQUIREMENT and BASIS OF PAYMENT

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##### 1. Category Selection

The requirement includes the following category (ies) of work.

- a. ☐ Category 1 – Interconnecting Panels and Freestanding Systems

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when combined with interconnecting panels and/or freestanding systems and if the total sum of metal storage products represent less than 20% of the requirement. If this rule does not apply to the requirement, Category 3 must be used for the metal storage products forming part of this category.

- ☐ Category 1 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- b. ☐ Category 2 – Freestanding Height Adjustable Desk / Table Products

**RULE:** Category 1 and 2

Category 1 and 2 can be combined for tier 2 and tier 3 requirements when Category 2 surfaces comprise no more than 50% of the total sum of work surfaces.

- ☐ Category 2 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- c. ☐ Category 3 – Metal Filing and Storage Cabinets

**RULE:** High Storage Products

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable when the requirement is to match existing panel systems heights forming part of an existing inventory. Additional storage forming part of the same requirement not incorporated into an existing panel system workstation must not specify maximum heights and added as a separate line item at article 3 of this Annex.

Maximum Height for product #(s) \_\_\_\_\_ at article 3 of this Annex is \_\_\_\_\_.

- ☐ Category 3 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- d. ☐ Category 4 – Wood Veneer – Freestanding Products

- ☐ Category 4 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- e. ☐ Category 5 – Ancillary and Lighting Products

- ☐ Category 5 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

f. ☒ Category 6 - Support Space – Collaborative Furniture

**RULE 1:** Category 6 can be further subdivided by space or like item in order to increase or allow competition. Space is defined as a location available for a particular purpose such as a meeting room space or a collaborative space. Like items are defined as products with similar design and construction.

**RULE 2:** Clients may exercise an option to upgrade products up to 15% of the Category 6 product total before applicable taxes after contract award for Category 6 products.

The Design Upgrade amount is used at the discretion of the Project Authority (PA). Within ten business days of the contract award, the PA will provide the Contractor with a written notice of Canada's Design Upgrade choices for each of the product(s) to be upgraded in Category 6, Annex A. The Contractor will provide the pricing of the upgraded product(s) to a maximum of 15% of Category 6 Product Total of Table 9 at Article 1. The Contracting Authority will issue an amendment to the contract with the Design Upgrades and pricing.

The Supplier certifies that all the Design Upgraded products offered will conform to all specifications and meet the testing requirements detailed in the Specifications of the Supply Arrangement.

Design Upgrade: is the process of replacing a product with a more innovative or enhanced version of the same product/series.

☒ Category 6 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB (approval by AB required before adding to requirement)

g. ☐ Product Related Services2. GoCUID identification and/or floor plan(s)

## 2.1 For Product Related Services requirements

## 2.2 For Categories 1-6:

Scenario a. ☐ Does not include a floor plan – Category(ies) \_\_\_\_\_

Scenario b. ☒ Includes floor plan(s) WITH identification of product information in Table 1 below. Category 6.

Floor plan(s) are used for information purposes (

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

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

3. Product and Pricing Tables

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

**Product Category: 6****Table 1 – Product**

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

|  |   |   |    |               |  | \$ |
|--|---|---|----|---------------|--|----|
| 1  | TTPSQPMPNILTSSDMQ96<br>xxNILNIL36xx         |   | 1  |               |  |    |
| 2  | TTDARLTSPDCSLNIL24x<br>x1421NIL24xx         |   | 1  |               |  |    |
| 3  | TRFTPCVCNILTSLPCW60<br>xxNILNIL24xx         | *Table legs must provide<br>enough space for person to sit  | 20 |               |  |    |
| 4  | TTPRQMPPFNILTSSPCW60<br>xx0xxxNIL30xx       |   | 2  |               |  |    |
| 5  | TTPRQMPPFNILTSSPCW60<br>xx0xxxNIL36xx       |   | 1  |               |  |    |
| 6  | TTPRQMPPFNILTSSPCW72<br>xx0xxxNIL36xx       |   | 1  |               |  |    |
| 7  | TTPSPCBMNILTSPPC48<br>xxNILNIL24xx          |   | 2  |               |  |    |
| 8  | TRFTPCVCNILTSLPCW60<br>xxNILNIL24xx         | *Table legs must provide<br>enough space for person to sit  | 20 |               |  |    |
| 9  | TTPRQMPPFNILTSSPCW60<br>xx0xxxNIL30xx       |   | 3  |               |  |    |
| <p>Non-SA (NSA) products forming part of this requirement not to exceed 20% of the firm quantity from the products above in this category</p> <p>The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.</p> |   |   |    |               |  |    |
| 10   | Monument for table<br>Rooms 503-504-505-506 | Monument for table must be<br>installed/cut opening on site<br>(1 hdmi, 1 vga, 1 centrex, 2<br>data , 2 duplex) | 5  |               |  |    |
| 11   | Monument for table<br>Room 545              | Monument for table must be<br>installed/cut opening on site (2<br>data , 2 duplex)                              | 1  |               |  |    |
| 12   | Monument for table<br>Rooms 604-605-606-607 | Monument for table must be<br>installed/cut opening on site (1<br>hdmi, 1 vga, 1 centrex, 2 data<br>, 2 duplex) | 6  |               |  |    |
| **Must not exceed ceiling unit price in SA.  |   |   |    | Product Total |  | \$ |

Table 2 - Delivery

| Section A - IU REQUIREMENT   |   |                          |   | Section B – SUPPLIER'S BID                               |                   |   |
|--|---|--------------------------|---|--|-------------------|---|
| Product Item #<br>from<br>Table 1  | Location  | Desired Date<br>(Y/M/D)  | Desired Time:<br>Normal Business Hours<br>(Normal)<br>Or<br>Outside Normal Business Hours<br>(Outside)* | Supplier will deliver on the date and at the time below* | Firm Lot Price \$ | Extended Total<br>(Qty x Firm Unit Price)<br>\$ |
| 1 to 6,<br>10 & 11   | DEC - 800 boul. René-Lévesque Ouest,<br>Montréal<br>5th floor | March 2<br>to 4,<br>2018 | Outside<br>Normal –<br>from 6 pm<br>March 2 to<br>10 pm<br>March 4                                      |  |                   |   |
| 7 to 9 &<br>12   | DEC - 800 boul. René-Lévesque Ouest,<br>Montréal<br>6th floor | March 2<br>to 4,<br>2018 | Outside<br>Normal –<br>from 6 pm<br>March 2 to<br>10 pm<br>March 4                                      |  |                   |   |
| *If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.<br><b>Note: Delivery during business days is only permitted from 6:00 pm until 6:00 am.</b> |   |                          |   | Delivery Total:  |                   | \$  |

Table 3 – Installation

| Section A - IU REQUIREMENT  |   |                                |  | Section B – SUPPLIER'S BID                               |                   |   |
|-----------------------------|---|--------------------------------|--|--|-------------------|---|
| Product Item # from Table 1 | Location  | Desired Date (Y/M/D)           | Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)* | Supplier will install on the date and at the time below* | Firm Lot Price \$ | Extended Total (Qty x Firm Unit Price) \$ |
| 1 to 6, 10 & 11             | DEC - 800 boul. René-Lévesque Ouest, Montréal 5th floor | March 5 to 16 & March 16 to 23 | Normal &/or Outside Normal see note  |  |                   |   |

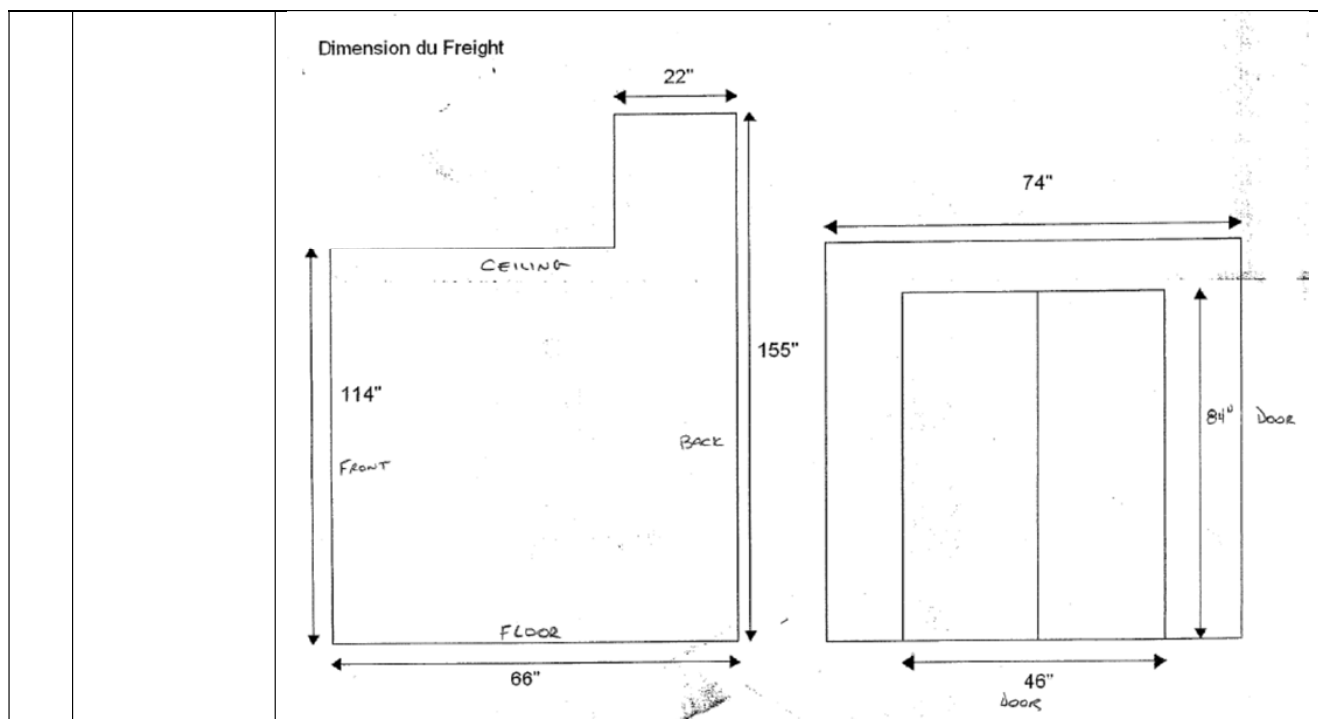
|  |  |                                |  |  |  |    |
|--|--|--------------------------------|--|--|--|----|
| 7 to 9 & 12  | DEC - 800 boul. René-Lévesque Ouest, Montréal<br>6th floor | March 5 to 16 & March 16 to 23 | Normal &/or Outside<br>Normal see note |  |  |    |
| <p>*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time.</p> <p><i>Note: The electrical connectivity and cabling is projected to be a duration of 2 weeks starting March 5th to the 16, 2018 for category 1. For all other furniture categories, the installation is projected from March 16th to the 23rd, 2018. The final goods approval shall be done by the latest on March 23rd, 2018. It is responsible of the supplier to assign the respected crew to follow the schedule. If required, night and week-end shift are feasible to ensure dates to be respected. It is possible that the projected dates be modified during the project process. Thirty days (30) prior to installation date the general contractor will advise of the installation date schedule. Work/installation can be performed during working hours (7:00 am till 5:00 pm) as long as the building rules of conduct of respected and that occupants are not disturb during the work.</i></p> |  |                                | Installation Total:                    |  |  | \$ |

Tables 4 to 7 – Not applicable

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

|           |   |   |
|-----------|---|---|
| <b>1.</b> | <b>Standard Finishes</b>  |   |
| 1.1       | <p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p> |   |
| <b>2.</b> | <b>Canada's Facilities to Accommodate the Delivery</b>  |   |
| 2.1       | Loading Dock/Location   |   |
| A         | Location  | 800 boul René Lévesque West – Access to the loading dock is behind the building: Turn right in the East alley, then direct yourself to Belmont from Université street.  |
| B         | Dock  | No platform is available your truck must have a tail gate   |
| C         | Lift  | 1 service elevator- Load capacity of a maximum 3000lb<br>Dimension – 66" large x 114" deep – See drawing  |
| D         | Door  | 46" x 84" - See drawing   |
| 2.2       | Freight Elevator  |   |
| 2.3       | Other (specify, if any)   | <ul style="list-style-type: none"> <li>Maximum truck dimensions are; 11'-9"(3.5m) high and 45 foot (18m) long</li> <li>Freight elevator will be assigned to the company with an access card. The building maintenance (owner) shall be advised to protect the freight elevator prior to delivery arrival.</li> <li>Please note that it is strictly prohibited to move any material or/and furniture from the main lobby.</li> </ul> |





### Continuance of Certifications

The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces, as follows:

|     |  |
|-----|--|
| 3.1 | Integrity Provisions                                     |
| 3.2 | Federal Contractor's Program for Employment Equity       |
| 3.4 | Product Conformance                                      |
| 3.5 | Price Certification (In accordance with the SA, Part 6B) |

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

|    |  |    |
|----|--|----|
| 1  | Product Total (Table 1) or Annex C Total                             | \$ |
| 2  | <b>Optional</b> Product Total (Table 4)                              | \$ |
| 3  | Delivery Total (Table 2)   | \$ |
| 4  | <b>Optional</b> Delivery Total (Table 5)                             | \$ |
| 5  | Installation Total (Table 3)   | \$ |
| 6  | <b>Optional</b> Installation Total (Table 6)                         | \$ |
| 7  | Product Related Services Total (if applicable) (Table 7)             | \$ |
| 8  | NSA Total (if applicable)  | \$ |
| 9  | Hardware Total as per article 1.5 of Annex A-1 of SA (if applicable) | \$ |
| 10 | <b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7+8+9):</b>  | \$ |
| 11 | Applicable Tax(es):  | \$ |
| 12 | <b>Total Estimated Cost (10+11):</b>                                 | \$ |

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

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

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

## ANNEX A.5 REQUIREMENT and BASIS OF PAYMENT

---

### 1. Category Selection

The requirement includes the following category (ies) of work.

- a. ☐ Category 1 – Interconnecting Panels and Freestanding Systems

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when combined with interconnecting panels and/or freestanding systems and if the total sum of metal storage products represent less than 20% of the requirement. If this rule does not apply to the requirement, Category 3 must be used for the metal storage products forming part of this category.

- ☐ Category 1 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- b. ☐ Category 2 – Freestanding Height Adjustable Desk / Table Products

**RULE:** Category 1 and 2

Category 1 and 2 can be combined for tier 2 and tier 3 requirements when Category 2 surfaces comprise no more than 50% of the total sum of work surfaces.

- ☐ Category 2 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- c. ☐ Category 3 – Metal Filing and Storage Cabinets

**RULE:** High Storage Products

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable when the requirement is to match existing panel systems heights forming part of an existing inventory. Additional storage forming part of the same requirement not incorporated into an existing panel system workstation must not specify maximum heights and added as a separate line item at article 3 of this Annex.

Maximum Height for product #(s) \_\_\_\_\_ at article 3 of this Annex is \_\_\_\_\_.

- ☐ Category 3 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- d. ☐ Category 4 – Wood Veneer – Freestanding Products

- ☐ Category 4 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

- e. ☐ Category 5 – Ancillary and Lighting Products

- ☐ Category 5 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB  
(approval by AB required before adding to requirement)

f. ☒ Category 6 - Support Space – Collaborative Furniture

**RULE 1:** Category 6 can be further subdivided by space or like item in order to increase or allow competition. Space is defined as a location available for a particular purpose such as a meeting room space or a collaborative space. Like items are defined as products with similar design and construction.

**RULE 2:** Clients may exercise an option to upgrade products up to 15% of the Category 6 product total before applicable taxes after contract award for Category 6 products.

The Design Upgrade amount is used at the discretion of the Project Authority (PA). Within ten business days of the contract award, the PA will provide the Contractor with a written notice of Canada's Design Upgrade choices for each of the product(s) to be upgraded in Category 6, Annex A. The Contractor will provide the pricing of the upgraded product(s) to a maximum of 15% of Category 6 Product Total of Table 9 at Article 1. The Contracting Authority will issue an amendment to the contract with the Design Upgrades and pricing.

The Supplier certifies that all the Design Upgraded products offered will conform to all specifications and meet the testing requirements detailed in the Specifications of the Supply Arrangement.

Design Upgrade: is the process of replacing a product with a more innovative or enhanced version of the same product/series.

☐ Category 6 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB (approval by AB required before adding to requirement)

g. ☐ Product Related Services2. GoCUID identification and/or floor plan(s)

## 2.1 For Product Related Services requirements

## 2.2 For Categories 1-6:

Scenario a. ☐ Does not include a floor plan – Category(ies) \_\_\_\_\_

Scenario b. ☒ Includes floor plan(s) WITH identification of product information in Table 1 below. Category 6.

Floor plan(s) are used for information purposes (

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

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

3. Product and Pricing Tables

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

**Product Category: 6****Table 1 – Product**

| Section A - IU REQUIREMENT |        |   |     | Section B – SUPPLIER'S BID |                         |                                    |
|----------------------------|--------|---|-----|----------------------------|-------------------------|------------------------------------|
| #                          | GoCUID | Description of Product (optional field) | Qty | Supplier Part Number       | Firm unit Price**<br>\$ | Extended Total<br>[Qty x Price] \$ |

|  |                                       |  |   |               |  |    |
|--|---------------------------------------|--|---|---------------|--|----|
| 1  | SREFRQPPNILAWANILOB<br>ABCSINILNILNIL |  | 3 |               |  |    |
| 2  | SREFRQPPNILAWANILOB<br>ABCSINILNILNIL |  | 6 |               |  |    |
| <p>Non-SA (NSA) products forming part of this requirement not to exceed 20% of the firm quantity from the products above in this table.</p> <p>The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.</p> |                                       |  |   |               |  |    |
|  | N/A                                   |  |   |               |  |    |
| **Must not exceed ceiling unit price in SA.  |                                       |  |   | Product Total |  | \$ |

**Table 2 - Delivery**

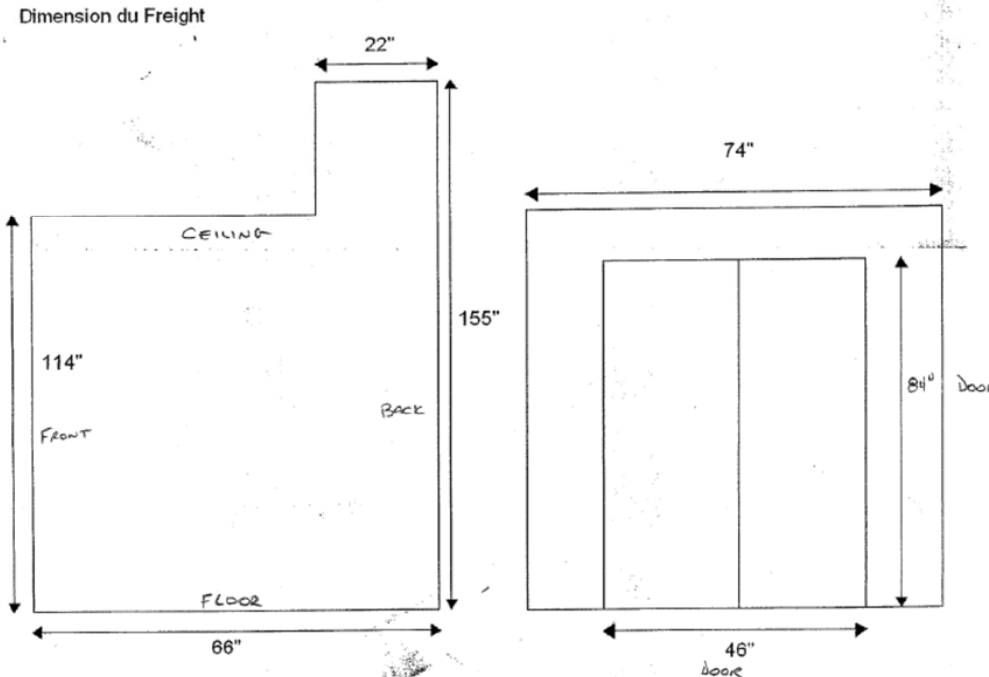
| Section A - IU REQUIREMENT  |   |                      |  | Section B – SUPPLIER'S BID                               |                   |   |
|---|---|----------------------|--|--|-------------------|---|
| Product Item # from Table 1   | Location  | Desired Date (Y/M/D) | Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)* | Supplier will deliver on the date and at the time below* | Firm Lot Price \$ | Extended Total (Qty x Firm Unit Price) \$ |
| 1   | DEC - 800 boul. René-Lévesque Ouest, Montréal 5th floor | March 2 to 4, 2018   | Outside Normal – from 6 pm March 2 to 10 pm March 4                                      |  |                   |   |
| 2   | DEC - 800 boul. René-Lévesque Ouest, Montréal 6th floor | March 2 to 4, 2018   | Outside Normal – from 6 pm March 2 to 10 pm March 4                                      |  |                   |   |
| <p>*If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.</p> <p><b>Note: Delivery during business days is only permitted from 6:00 pm until 6:00 am.</b></p> |   |                      |  | Delivery Total:  |                   | \$  |

**Table 3 – Installation**

| Section A - IU REQUIREMENT   |   |                                |  | Section B – SUPPLIER'S BID                               |                   |   |
|--|---|--------------------------------|--|--|-------------------|---|
| Product Item # from Table 1  | Location  | Desired Date (Y/M/D)           | Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)* | Supplier will install on the date and at the time below* | Firm lot Price \$ | Extended Total (Qty x Firm Unit Price) \$ |
| 1  | DEC - 800 boul. René-Lévesque Ouest, Montréal 5th floor | March 5 to 16 & March 16 to 23 | Normal &/or Outside Normal see note  |  |                   |   |
| 2  | DEC - 800 boul. René-Lévesque Ouest, Montréal 6th floor | March 5 to 16 & March 16 to 23 | Normal &/or Outside Normal see note  |  |                   |   |
| <p>*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time.</p> <p><i>Note: The electrical connectivity and cabling is projected to be a duration of 2 weeks starting March 5th to the 16, 2018 for category 1. For all other furniture categories, the installation is projected from March 16th to the 23rd, 2018. The final goods approval shall be done by the latest on March 23rd, 2018. It is responsible of the supplier to assign the respected crew to follow the schedule. If required, night and week-end shift are feasible to ensure dates to be respected. It is possible that the projected dates be modified during the project process. Thirty days (30) prior to installation date the general contractor will advise of the installation date schedule. Work/installation can be performed during working hours (7:00 am till 5:00 pm) as long as the building rules of conduct of respected and that occupants are not disturb during the work.</i></p> |   |                                |  | Installation Total:                                      |                   | \$  |

**Tables 4 to 7 – Not applicable****Table 8 – Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications**

|           |   |
|-----------|---|
| <b>1.</b> | <b>Standard Finishes</b>  |
| 1.1       | <p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p> |

|                                      |  |  |
|--------------------------------------|--|--|
| <b>2.</b>                            | <b>Canada's Facilities to Accommodate the Delivery</b>   |  |
| 2.1                                  | Loading Dock/Location  |  |
| A                                    | Location   | 800 boul René Lévesque West – Access to the loading dock is behind the building: Turn right in the East alley, then direct yourself to Belmont from Université street.   |
| B                                    | Dock   | No platform is available your truck must have a tail gate  |
| C                                    | Lift   | 1 service elevator- Load capacity of a maximum 3000lb<br>Dimension – 66" large x 114" deep – See drawing   |
| D                                    | Door   | 46" x 84" - See drawing  |
| 2.2                                  | Freight Elevator   | 1 service elevator- see above for information  |
| 2.3                                  | Other (specify, if any)  | <ul style="list-style-type: none"> <li>Maximum truck dimensions are; 11'-9"(3.5m) high and 45 foot (18m) long</li> <li>Freight elevator will be assigned to the company with an access card. The building maintenance (owner) shall be advised to protect the freight elevator prior to delivery arrival.</li> <li>Please note that it is strictly prohibited to move any material or/and furniture from the main lobby.</li> </ul> <p>Dimension du Freight</p>  <p>The left diagram shows a side view of a freight elevator. It is a rectangle with a width of 66" and a height of 114". The front side is labeled 'FRONT' and the back side is labeled 'BACK'. The top is labeled 'CEILING' and the bottom is labeled 'FLOOR'. The right diagram shows a top-down view of a door. It is a rectangle with a width of 46" and a height of 84". The door is labeled 'Door' and 'door'.</p> |
| <b>Continuance of Certifications</b> |  |  |
|                                      | The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces, as follows: |  |
| 3.1                                  | Integrity Provisions   |  |
| 3.2                                  | Federal Contractor's Program for Employment Equity   |  |
| 3.4                                  | Product Conformance  |  |
| 3.5                                  | Price Certification (In accordance with the SA, Part 6B)   |  |

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

|    |  |      |
|----|--|------|
| 1  | Product Total (Table 1) or Annex C Total                             | \$   |
| 2  | <b>Optional</b> Product Total (Table 4)                              | \$   |
| 3  | Delivery Total (Table 2)   | \$   |
| 4  | <b>Optional</b> Delivery Total (Table 5)                             | \$   |
| 5  | Installation Total (Table 3)   | \$   |
| 6  | <b>Optional</b> Installation Total (Table 6)                         | \$   |
| 7  | Product Related Services Total (if applicable) (Table 7)             | \$   |
| 8  | NSA Total (if applicable)  | \$   |
| 9  | Hardware Total as per article 1.5 of Annex A-1 of SA (if applicable) | \$   |
| 10 | <b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7+8+9):</b>  | \$\$ |
| 11 | Applicable Tax(es):  | \$   |
| 12 | Total Estimated Cost (10+11):  | \$   |

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

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

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



## ANNEX B SECURITY REQUIREMENTS

Not applicable

## ANNEX C FLOOR PLAN(s)

### Instructions to Bidder(s):

For scenario B procurements Bidders must provide:

- a) completed floor plan(s) with proposed SA approved products;
- b) a product listing of proposed SA approved products offered at floor plan(s).  
As a minimum the product listing must include the following information:
  - Supplier part numbers;
  - brief product descriptions;
  - quantities;
  - firm unit prices.

By submitting a bid, the Bidder certifies that their submission includes all components and quantities required and identified in the floor plan(s) in accordance with the product descriptions, the product configurations and panel matrices or workstation layouts stipulated at Annex C.

**\*At contract award, "By submitting a bid, the Bidder..." becomes "The Contractor..."**.

### 1) Floor Plan(s) in PDF or AutoCAD version

See floor plans in additional documents on the posting page on buyandsell.gc.ca

### 2) Product Descriptions

- a. All required panel heights: Base Height, Seated Privacy Add-on Height;
- b. When power is required above work surface height; the power must be installed between 32 to 36 inches from the floor.
- c. Type of power feed: power poles & they must not exceed 4" x 4".
- ~~d. For all horizontal surfaces: High Pressure Laminate (HPL)~~
- ~~e. For all vertical surfaces: Low Pressure Laminate (LPL)~~

### 3) Product Configurations

#### 5<sup>th</sup> Floor

| # | GoCUID | Description of Product                               | Quantity |
|---|--------|--|----------|
| 1 |        | Base Height - 36X24                                  | 1        |
| 2 |        | Base Height - 36X30                                  | 34       |
| 3 |        | Base Height - Powered outlet(s) - 36X30E             | 22       |
| 4 |        | Base Height - 36X48                                  | 36       |
| 5 |        | Seated Privacy Height Add On - Frosted Glass - 5424V | 1        |
| 6 |        | Seated Privacy Height Add On - Frosted Glass - 5430V | 15       |

|    |                       |   |     |
|----|-----------------------|---|-----|
| 7  |                       | Seated Privacy Height Add On - Frosted Glass - 5436V  | 46  |
| 8  |                       | Seated Privacy Height Add On - Frosted Glass - 5448V  | 20  |
| 9  |                       | Seated Privacy Height Add On - Powered outlet(s) - Frosted Glass - 5424VE                       | 63  |
| 10 |                       | Seated Privacy Height Add On - Powered outlet(s) Below Work Surface - Frosted Glass - - 5448VEB | 63  |
| 11 |                       | Seated Privacy Height Add On - Laminate - Frosted Glass - 5430SV                                | 46  |
| 12 |                       | Seated Privacy Height Add On - Laminate - Frosted Glass - 5436SV                                | 9   |
| 13 |                       | Seated Privacy Height Add On - Laminate - Frosted Glass - 5448SV                                | 47  |
| 14 |                       | Seated Privacy Height Add On - Powered outlet(s) - Laminate - Frosted Glass- 5430SVE            | 1   |
| 15 |                       | Seated Privacy Height Add On - Powered outlet(s) - Frosted Glass - 5430VE                       | 2   |
| 16 | MTxxSCLxDxxxxxxxx42xx | Meeting Tables  | 3   |
| 17 | SPPDSWLxxxx2Fxxxxxx24 | Storage Products  | 130 |
| 18 | SPLSSSLxRDDFFCDxx8420 | Storage Products  | 1   |
| 19 | WSxxPMLHRxxxxxxxx3024 | Work Surfaces   | 112 |
| 20 | WSxxPMLHRxxxxxxxx4824 | Work Surfaces   | 112 |
| 21 | WSxxHGLHRxxxxxxxx3024 | Work Surfaces   | 18  |
| 22 | WSxxHGLHRxxxxxxxx4824 | Work Surfaces /   | 18  |

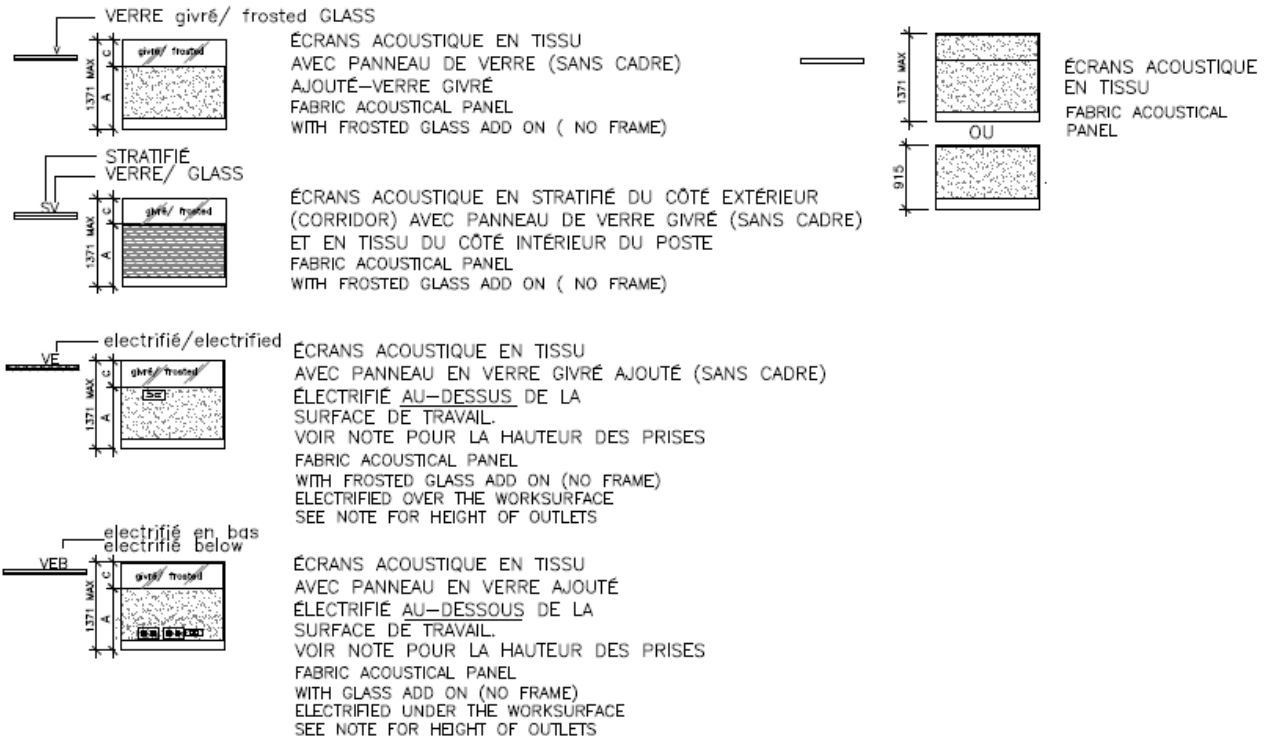
**6<sup>th</sup> Floor**

| #  | GoCUID                | Description of Product  | Quantity |
|----|-----------------------|---|----------|
| 1  |                       | Base Height - 36X30   | 25       |
| 2  |                       | Base Height - 36x48   | 25       |
| 3  |                       | Seated Privacy Height Add On - Frosted Glass - 5424V  | 1        |
| 4  |                       | Seated Privacy Height Add On - Frosted Glass - 5430V  | 20       |
| 5  |                       | Seated Privacy Height Add On - Frosted Glass - 5436V  | 47       |
| 6  |                       | Seated Privacy Height Add On - Frosted Glass - 5448V  | 23       |
| 7  |                       | Seated Privacy Height Add On - Powered outlet(s) - - Frosted Glass- 5424VE                      | 50       |
| 8  |                       | Seated Privacy Height Add On - Powered outlet(s) - - Frosted Glass- 5430VE                      | 1        |
| 9  |                       | Seated Privacy Height Add On - Powered outlet(s) - - Frosted Glass- 5448VE                      | 1        |
| 10 |                       | Seated Privacy Height Add On - Powered outlet(s) Below Work Surface - Frosted Glass - - 5448VEB | 50       |
| 11 |                       | Seated Privacy Height Add On - Laminate - Frosted Glass - 5424SV                                | 4        |
| 12 |                       | Seated Privacy Height Add On - Laminate - Frosted Glass - 5430SV                                | 43       |
| 13 |                       | Seated Privacy Height Add On - Laminate - Frosted Glass - 5436SV                                | 2        |
| 14 |                       | Seated Privacy Height Add On - Laminate - Frosted Glass - 5448SV                                | 47       |
| 15 | MTxxSCLxDxxxxxxxx42xx | Meeting Tables / Table à réunion  | 2        |
| 16 | SPPDSWLxxxx2Fxxxxxx24 | Storage Products / Produits de rangement  | 107      |
| 17 | SPPDWLLxxxx2Fxxxxxx22 | Storage Products / Produits de rangement  | 2        |
| 18 | SPLSSSLxRDDFFCDxx8420 | Storage Products / Produits de rangement  | 2        |
| 19 | WSxxPMLHRxxxxxxxx3024 | Work Surfaces / Surfaces de travail   | 99       |
| 20 | WSxxPMLHRxxxxxxxx4824 | Work Surfaces / Surfaces de travail   | 99       |
| 21 | WSxxGGLHRxxxxxxxx6030 | Work Surfaces / Surfaces de travail   | 1        |
| 22 | WSxxHGLHRxxxxxxxx3024 | Work Surfaces / Surfaces de travail   | 8        |
| 23 | WSxxHGLHRxxxxxxxx4824 | Work Surfaces / Surfaces de travail   | 8        |

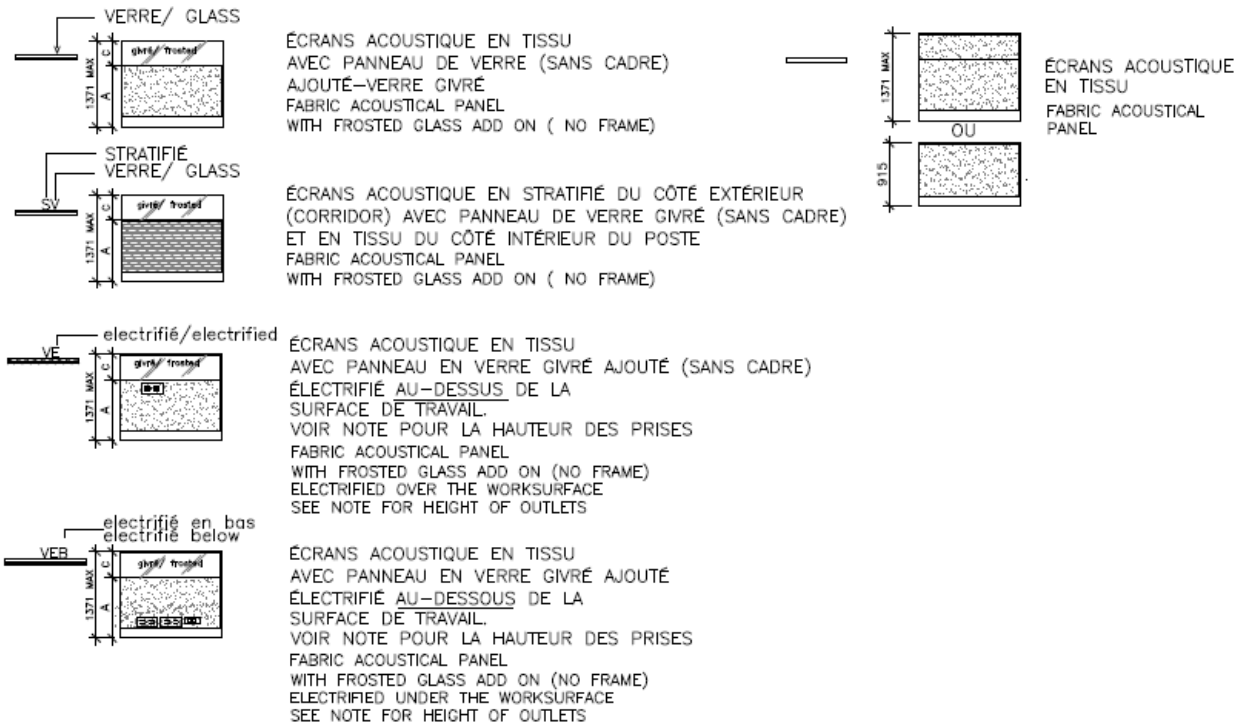
#### 4) Workstation Layout(s) or Panel Matrix

##### a. Panel Matrix

##### 5<sup>th</sup> Floor



6<sup>th</sup> floor



1. Product and Pricing

|   |                    |  |
|---|--------------------|--|
| 1 | Product Total      | INSERT \$ AT ANNEX A.1, ARTICLE 3, TABLE 9, LINE 1 FOR THE RESPECTIVE CATEGORY |
| 2 | Delivery Total     | INSERT \$ AT ANNEX A.1, ARTICLE 3, TABLE 9, LINE 3 FOR THE RESPECTIVE CATEGORY |
| 3 | Installation Total | INSERT \$ AT ANNEX A.1, ARTICLE 3, TABLE 9, LINE 5 FOR THE RESPECTIVE CATEGORY |

## ANNEX D.1

### Non Supply Arrangement (NSA) Products

This Annex includes the Specifications, Products and Pricing, Certifications associated with NSA products forming part of the requirement.

#### 1. Specifications

Tables, hutches, table tops, pedestal, external power module

#### 2. Product and Pricing

Bidder to complete: Table 1 at Sections B of the tables identified by the IU as well as Tables 9 and 10 of Annex A.1. In a resulting contract, the term "Bid" means the Supplier's commitment, the term "Bidder" means "Contractor".

#### 3. Certification

##### **NSA Product Conformance** (Required precedent to Issuance of a contract)

The Supplier certifies that all the NSA products offered will conform to all specifications of, and meet the testing requirements detailed in Annex D of this RFB.

\_\_\_\_\_  
Supplier's Signature

\_\_\_\_\_  
Date

##### **NSA Product Conformance Certification** (applies after contract award)

The Supplier warrants that the NSA Product Conformance Certification submitted by the Supplier with its bid is accurate and complete. The Supplier must keep proper records and documentation relating to the NSA product conformance and the testing requirements in Annex D. The Supplier must not, without obtaining the prior written consent of the SAA, dispose of any such records or documentation until the expiration of the Contract or the expiry date of the Warranty, whichever is later. All such records and documentation must at all times during the retention period be open to audit, inspection and examination by the representatives of Canada, who may make copies and take extracts.

In addition, the Supplier must provide representatives of the SAA access to all locations where any part of the Work is being performed at any time during working hours. Representatives of the SAA may examine and test the Work as they see fit. The Supplier must provide all assistance and access to facilities, test pieces, samples and documentation that the representatives of the SAA may reasonably require for the carrying out of the inspection, which may also include the submission of test reporting documentation as listed in Annex D. The Supplier must forward such test pieces, samples and/or documentation that may also include letters of certification from the laboratories to such person or location as the representatives of the SAA specifies.

## ANNEX D.2

### Non Supply Arrangement (NSA) Products

This Annex includes the Specifications, Products and Pricing, Certifications associated with NSA products forming part of the requirement.

#### 1. Specifications

Secure lateral filing cabinet

#### 2. Product and Pricing

Bidder to complete: Table 1 at Sections B of the tables identified by the IU as well as Tables 9 and 10 of Annex A.2. In a resulting contract, the term "Bid" means the Supplier's commitment, the term "Bidder" means "Contractor".

#### 3. Certification

##### **NSA Product Conformance** (Required precedent to Issuance of a contract)

The Supplier certifies that all the NSA products offered will conform to all specifications of, and meet the testing requirements detailed in Annex D of this RFB.

\_\_\_\_\_  
Supplier's Signature

\_\_\_\_\_  
Date

##### **NSA Product Conformance Certification** (applies after contract award)

The Supplier warrants that the NSA Product Conformance Certification submitted by the Supplier with its bid is accurate and complete. The Supplier must keep proper records and documentation relating to the NSA product conformance and the testing requirements in Annex D. The Supplier must not, without obtaining the prior written consent of the SAA, dispose of any such records or documentation until the expiration of the Contract or the expiry date of the Warranty, whichever is later. All such records and documentation must at all times during the retention period be open to audit, inspection and examination by the representatives of Canada, who may make copies and take extracts.

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### ANNEX D.3

#### Non Supply Arrangement (NSA) Products

This Annex includes the Specifications, Products and Pricing, Certifications associated with NSA products forming part of the requirement.

##### 1. Specifications

Monument for table

##### 2. Product and Pricing

Bidder to complete: Table 1 at Sections B of the tables identified by the IU as well as Tables 9 and 10 of Annex A.4. In a resulting contract, the term "Bid" means the Supplier's commitment, the term "Bidder" means "Contractor".

##### 3. Certification

###### NSA Product Conformance (Required precedent to Issuance of a contract)

The Supplier certifies that all the NSA products offered will conform to all specifications of, and meet the testing requirements detailed in Annex D of this RFB.

\_\_\_\_\_  
Supplier's Signature

\_\_\_\_\_  
Date

###### NSA Product Conformance Certification (applies after contract award)

The Supplier warrants that the NSA Product Conformance Certification submitted by the Supplier with its bid is accurate and complete. The Supplier must keep proper records and documentation relating to the NSA product conformance and the testing requirements in Annex D. The Supplier must not, without obtaining the prior written consent of the SAA, dispose of any such records or documentation until the expiration of the Contract or the expiry date of the Warranty, whichever is later. All such records and documentation must at all times during the retention period be open to audit, inspection and examination by the representatives of Canada, who may make copies and take extracts.

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