



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

REQUEST FOR PROPOSAL

DEMANDE DE PROPOSITION

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

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

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

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

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Travaux publics et Services gouvernementaux Canada
Place Bonaventure,

800 rue de la Gauchetière Ouest

Voir aux présentes - See herein

Montréal

Québec

H5A 1L6

Title - Sujet Chairs	
Solicitation No. - N° de l'invitation EF236-181799/A	Date 2017-12-04
Client Reference No. - N° de référence du client EF236-18-1799	
GETS Reference No. - N° de référence de SEAG PW-\$MTA-625-14646	
File No. - N° de dossier MTA-7-40286 (625)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-12-18	Time Zone Fuseau horaire Heure Normale du l'Est HNE
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Lavoie, Corine	Buyer Id - Id de l'acheteur mta625
Telephone No. - N° de téléphone (514) 496-3483 ()	FAX No. - N° de FAX (514) 496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: MINISTERE DES TRAVAUX PUBLICS ET SERVICES GOUVERNEMENTAUX CANADA PL.BONAVENTURE PORTAIL S-E BUR.7300 800 RUE DE LA GAUCHETIERE O. MONTREAL Québec H5A 1L6 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

REQUEST FOR BID (RFB) – OFFICE SEATING
EF236-181799

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 BIDDER

Terms of the RFB:

This RFB is issued pursuant to the Supplier's Office Seating Supply Arrangement (SA) that forms part of the series of SAs issued by Public Works and Government Services Canada (PWGSC) with the number E60PQ-120001/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.

☒ **Competitive** or ☐ **Single Conforming Supplier**

For Competitive Requirements:

The Bidder must provide the following information WITH the bid:

- The information requested by Canada in Annex A herein;

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.

For Single Conforming Suppliers:

The Bidder must provide the following information WITH the bid:

- The information requested by Canada in Annex A herein;
- 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.

☒ **General Stream** or ☐ **Procurement Strategy for Aboriginal Business (PSAB) Stream**

Security Requirement

Non applicable

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RFB Issued by:	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
RFB Closing - Submit Bid:	
Bids must be submitted to the Contracting Authority on the date and time, location, and in the format indicated below.	
- By no later than date and time:	- December 18, 2017 - 2:00 PM EST
- Format of Bid Submission	<input checked="" type="checkbox"/> Hard Copy <input type="checkbox"/> Soft Copy
- To physical location (if applicable) (Hard copy)	PUBLIC SERVICES AND PROCUREMENT CANADA Bid Receiving Unit Place Bonaventure, 1 st Floor 800 de la Gauchetière Street West, Suite 1110 Montreal, QC H5A 1L6 By facsimile: (514) 496-3822
RFB Enquiries	
Unless a different period is listed in the adjacent column, Bidders may submit enquiries about the RFB to the Contracting Authority until two business days prior to the RFB closing date. Enquiries received after the timeline indicated may not be answered.	4 business days

SECTION 2 - RESULTING CONTRACT CLAUSES

1.	Terms and Conditions of the Contract
	The terms and conditions of Parts 6A and 6C of the Supplier's SA within the series E60PQ-120001/PQ apply to and form part of this Contract.
2.	Security Requirement
2.1	The applicable security requirement(s) is (are) set out in the Security Requirement Check List attached as Annex B of this contract, if applicable. The Contractor must fulfill the security requirements by meeting the terms below (the checked article applies).
a.	<input type="checkbox"/> Contractor may be escorted; possession of security clearance not required. 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.	<input type="checkbox"/> Possession of security clearance(s) is required. The Contractor must meet the security clearance requirements contained in the clausling in Annex B herein.
c.	<input checked="" type="checkbox"/> There is no security requirement associated with this contract.
3.	Requirement
3.1	The Contractor must perform the Work listed in Annex A herein.
4.	Authorities
4.1	Contracting Authority / Identified User
	Name: Corine Lavoie
	Title: Procurement Agent
	Department/Agency/Crown Corporation: Public Services and Procurement Canada (PSPC)
	Address: Place Bonaventure, 1st Floor 800 de la Gauchetière Street West, Suite 1110 Montreal, QC H5A 1L6
	Telephone No.: (514) 496-3483
	E-mail address: corine.lavoie@tpsgc-pwgsc.gc.ca

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4.2	Project Authority [To be completed upon contract award]	
	Name:	
	Title:	
	Department/Agency/Crown Corporation:	
	Address:	
	Telephone No.:	
	Facsimile No.:	
	E-mail address:	
4.3	Contractor's Representative	
	As set out in Annex A, Table 9 below.	
5.	Payment	
	Method of Payment	
	<input type="checkbox"/>	Single Payment
	<input checked="" type="checkbox"/>	Multiple Payment
	If the Contractor's SA indicates acceptance for payment by credit card, that method may be used in conjunction with the above.	
6.	Invoicing	
	Further to the Invoicing terms of the OS 6B/6C Addendum 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: <i>Will be completed at contract award</i>	
	Address:	

REQUEST FOR BID (RFB) – OFFICE SEATING
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ANNEX A.1
REQUIREMENT and BASIS OF PAYMENT

IU to complete: Section A of Tables 1-3; Section A of Tables 4-6 if optional quantities are required; Table 7 in its entirety.

Bidder to complete: Section B of Tables 1-3; Section B of Tables 4-6 if applicable; Tables 8 and 9.

In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

Table 1 – Product (Chairs)

Section A - IU REQUIREMENT						Section B – SUPPLIER’S BID		
#	Description	Upholstering Colour(s)	Caster Type(s)		Qty	Model Number [Add if not listed in Section A]	Firm Unit Price** \$	Extended Total [Qty x Price] \$
		Category e.g. blue	For carpeted floor*	For hard surface floor*				
1	Side Chair				10			
	Base Style : Four legs; Armrests : With Arms; Stacking Capability : Stacking; Upholstery : Dual Fabric;							
*Not applicable for Side Chair. **Must not exceed ceiling unit price in SA.					Extended Total for all Products:		\$	

Table 2 – Delivery

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Qty	Desired Date (YY/MM/DD)	Desired Time: Normal Business Hours or Outside Normal Business Hours*	Supplier will deliver on the date and at the time below**	Firm Price \$	Extended Total (Qty x Price) \$
1	Office located on 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3 (see Table 7 for details)		2018/03/12	Normal Business Hours	(Y) (M) (D) (T) (M) (D) (T)		
*Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5. **If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.					Extended Total for all Deliveries:		\$

Table 3 – Installation

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Qty	Desired Date (YY/MM/DD)	Desired Time: Normal Business Hours or Outside Normal Business Hours*	Supplier will install on the date and at the time below*	Firm Price \$	Extended Total (Qty x Price) \$
1	Office located on 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3		2018/03/12	Normal Business Hours	(Y) (M) (D) (T) (M) (D) (T)		
*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. *Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5.					Extended Total for all Installations:		\$

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Table 4 – Optional Product (Chairs)

Table 5 – Optional Delivery

Table 6 – Optional Installation

☒ Not Applicable
☒ Not Applicable
☒ Not Applicable

Table 7 – Associated Aspects

1.	Upholstering Colour	
1.1	<p>For each of the chairs listed in Table 1 above, within two business days of the award of Contract, the Contractor must deliver, to the Contracting Authority, information describing all of the upholstery names and colours available within the colour category specified for each chair. The descriptive information is to be in the form of coloured samples or documentation showing the true colours.</p> <p>Within two business days of the Contracting Authority's receipt of all descriptive information, the Contracting Authority will provide the Contractor with a written notice of Canada's colour choices for each of the chairs in Annex A.</p> <p>The Contractor will deliver the chairs corresponding to Canada's choice of specific colour(s) within the colour category. No additional charge will be applied to Canada.</p>	
2.	Canada's Facilities to Accommodate the Delivery	
	Option #1 - Delivery from the East (front or back entrance, to be confirmed)	
2.1.1	Loading Dock/Location	
A	Location	Office located on the 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3
B	Dock	No
C	Lift	Elevator 1 : Capacity : 1 600 kg Interior Cabin Dimensions : 2032 mm Width x 1651 mm Depth Opening available : 2134 mm Height x 1067 mm Width
D	Door	Sidewalk between 2 buildings. First entrance is door 100-73A : 915 mm Width x 2440 mm Height
2.1.2	Freight Elevator	No
2.1.3	Other (specify, if any)	If front entrance used : interference in the street to foresee
2.2	Canada's Facilities to Accommodate the Delivery	
	Option #2 - Delivery from the Ouest	
2.2.1	Loading Dock/Location	
A	Location	Office located on the 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3
B	Dock	Yes
C	Lift	Elevator 4 : Capacity : 2250 kg Interior Cabin Dimensions : 2610 mm Width x 1803 mm Depth Opening available : 2134 mm Height x 1219 mm Width Elevator 2 : Capacity : 1150 kg Interior Cabin Dimensions : 2032 mm Width x 1295 mm Depth Opening available : 2134 mm Height x 1067 mm Width Elevator 1 : Capacity : 1 600 kg Interior Cabin Dimensions : 2032 mm Width x 1651 mm Depth Opening available : 2134 mm Height x 1067 mm Width
D	Door	915 mm Width x 2440 mm Height
2.2.2	Freight Elevator	No
2.2.3	Other (specify, if any)	From the Ouest : Required to use numerous elevators and long walking distance. This option also consists of many traffic issues.
3.	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 Office Seating, as follows:	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.3	Green Chair Recognition Product Conformance (Applies only to Bidders whose proposed chair(s) are denoted in the SA with this recognition)	
3.4	Product Conformance	
3.5	Price Certification (In accordance with the SA, Part 6B)	

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1.	Upholstering Colour	
1.1	<p>For each of the chairs listed in Table 1 above, within two business days of the award of Contract, the Contractor must deliver, to the Contracting Authority, information describing all of the upholstery names and colours available within the colour category specified for each chair. The descriptive information is to be in the form of coloured samples or documentation showing the true colours.</p> <p>Within two business days of the Contracting Authority's receipt of all descriptive information, the Contracting Authority will provide the Contractor with a written notice of Canada's colour choices for each of the chairs in Annex A.</p> <p>The Contractor will deliver the chairs corresponding to Canada's choice of specific colour(s) within the colour category. No additional charge will be applied to Canada.</p>	
2.	Canada's Facilities to Accommodate the Delivery	
2.1	Loading Dock/Location	
A	Location	Office on 3rd Floor 1550 Avenue d'Estimauville Québec (Qc) G1J 0C7
B	Dock	oui
C	Lift	non
D	Door	oui
2.2	Freight Elevator	oui
2.3	Other (specify, if any)	
3.	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 Office Seating, as follows:	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.3	Green Chair Recognition Product Conformance (Applies only to Bidders whose proposed chair(s) are denoted in the SA with this recognition)	
3.4	Product Conformance	
3.5	Price Certification (In accordance with the SA, Part 6B)	

Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder)

1	Product Total (Table 1)	\$
2	Optional Product Total (Table 4)	\$
3	Delivery Total (Table 2)	\$
4	Optional Delivery Total (Table 5)	\$
5	Installation Total (Table 3)	\$
6	Optional Installation Total (Table 6)	\$
7	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6):	\$
8	Applicable Tax(es):	\$
9	Estimated Total Contract Amount (7+8):	\$

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

Table 9 – Bidder's Authorized Representative

1.	Bidder's Authorized Representative for the Bid and the Contract		
	Name:	Telephone:	
		Facsimile:	
		E-Mail:	
		Other:	

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ANNEX A.2
REQUIREMENT and BASIS OF PAYMENT

IU to complete: Section A of Tables 1-3; Section A of Tables 4-6 if optional quantities are required; Table 7 in its entirety.

Bidder to complete: Section B of Tables 1-3; Section B of Tables 4-6 if applicable; Tables 8 and 9.

In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

Table 1 – Product (Chairs)

Section A - IU REQUIREMENT						Section B – SUPPLIER’S BID		
#	Description	Upholstering Colour(s)	Caster Type(s)		Qty	Model Number [Add if not listed in Section A]	Firm Unit Price** \$	Extended Total [Qty x Price] \$
		Category e.g. blue	For carpeted floor*	For hard surface floor*				
1	Office Chair Headrest : Not included; Backrest Height: High back; Lumbar Support : Adjustable; Armrests : Height/Width/Swivel Adjustable "T" Arm; Seat Depth : Adjustable; Seat and Backrest Locks : Lockable or Stoppable in Multiple Positions; Tilt Mechanism : Concurrently; Upholstery : Back Breathable Material / Seat Fabric;		Carpet wheel		35			
*Not applicable for Side Chair. ** Must not exceed ceiling unit price in SA.					Extended Total for all Products:		\$	

Table 2 – Delivery

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Qty	Desired Date (YY/MM/DD)	Desired Time: Normal Business Hours or Outside Normal Business Hours*	Supplier will deliver on the date and at the time below**	Firm Price \$	Extended Total (Qty x Price) \$
1	Office located on 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3 (see Table 7 for details)		2018/03/12	Normal Business Hours	(Y) (M) (D) (T) (M) (D) (T)		
*Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5. **If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.				Extended Total for all Deliveries:		\$	

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Table 3 – Installation

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Qty	Desired Date (YY/MM/DD)	Desired Time: Normal Business Hours or Outside Normal Business Hours*	Supplier will install on the date and at the time below*	Firm Price \$	Extended Total (Qty x Price) \$
1	Office located on 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3		2018/03/12	Normal Business Hours	(Y) (M) (D) (T) (M) (D) (T)		
*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. *Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5.				Extended Total for all Installations:		\$	

Table 4 – Optional Product (Chairs)

Table 5 – Optional Delivery

Table 6 – Optional Installation

☒ Not Applicable

☒ Not Applicable

☒ Not Applicable

Table 7 – Associated Aspects

1.	Upholstering Colour	
1.1	<p>For each of the chairs listed in Table 1 above, within two business days of the award of Contract, the Contractor must deliver, to the Contracting Authority, information describing all of the upholstery names and colours available within the colour category specified for each chair. The descriptive information is to be in the form of coloured samples or documentation showing the true colours.</p> <p>Within two business days of the Contracting Authority's receipt of all descriptive information, the Contracting Authority will provide the Contractor with a written notice of Canada's colour choices for each of the chairs in Annex A.</p> <p>The Contractor will deliver the chairs corresponding to Canada's choice of specific colour(s) within the colour category. No additional charge will be applied to Canada.</p>	
2.	Canada's Facilities to Accommodate the Delivery	
	Option #1 - Delivery from the East (front or back entrance, to be confirmed)	
2.1.1	Loading Dock/Location	
A	Location	Office located on the 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3
B	Dock	No
C	Lift	Elevator 1 : Capacity : 1 600 kg Interior Cabin Dimensions : 2032 mm Width x 1651 mm Depth Opening available : 2134 mm Height x 1067 mm Width
D	Door	Sidewalk between 2 buildings. First entrance is door 100-73A : 915 mm Width x 2440 mm Height
2.1.2	Freight Elevator	
	No	
2.1.3	Other (specify, if any)	
	If front entrance used : interference in the street to foresee	
2.2	Canada's Facilities to Accommodate the Delivery	
	Option #2 - Delivery from the Ouest	
2.2.1	Loading Dock/Location	
A	Location	Office located on the 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3
B	Dock	Yes
C	Lift	Elevator 4 : Capacity : 2250 kg Interior Cabin Dimensions : 2610 mm Width x 1803 mm Depth Opening available : 2134 mm Height x 1219 mm Width

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		<p>Elevator 2 : Capacity : 1150 kg Interior Cabin Dimensions : 2032 mm Width x 1295 mm Depth Opening available : 2134 mm Height x 1067 mm Width</p> <p>Elevator 1 : Capacity : 1 600 kg Interior Cabin Dimensions : 2032 mm Width x 1651 mm Depth Opening available : 2134 mm Height x 1067 mm Width</p>
D	Door	915 mm Width x 2440 mm Height
2.2.2	Freight Elevator	No
2.2.3	Other (specify, if any)	From the Ouest : Required to use numerous elevators and long walking distance. This option also consists of many traffic issues.
3.	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 Office Seating, as follows:	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.3	Green Chair Recognition Product Conformance (Applies only to Bidders whose proposed chair(s) are denoted in the SA with this recognition)	
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1.	Upholstering Colour	
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2.	Canada's Facilities to Accommodate the Delivery	
2.1	Loading Dock/Location	
A	Location	Office on 3rd Floor 1550 Avenue d'Estimauville Québec (Qc) G1J 0C7
B	Dock	oui
C	Lift	non
D	Door	oui
2.2	Freight Elevator	oui
2.3	Other (specify, if any)	
3.	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 Office Seating, as follows:	
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Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder)

1	Product Total (Table 1)	\$
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EF236-181799

Table 9 – Bidder’s Authorized Representative

1.	Bidder's Authorized Representative for the Bid and the Contract	
	Name:	Telephone:
		Facsimile:
		E-Mail:
		Other:

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EF236-181799

ANNEX A.3
REQUIREMENT and BASIS OF PAYMENT

IU to complete: Section A of Tables 1-3; Section A of Tables 4-6 if optional quantities are required; Table 7 in its entirety.

Bidder to complete: Section B of Tables 1-3; Section B of Tables 4-6 if applicable; Tables 8 and 9.

In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

Table 1 – Product (Chairs)

Section A - IU REQUIREMENT						Section B – SUPPLIER’S BID		
#	Description	Upholstering Colour(s)	Caster Type(s)		Qty	Model Number [Add if not listed in Section A]	Firm Unit Price** \$	Extended Total [Qty x Price] \$
		Category e.g. blue	For carpeted floor*	For hard surface floor*				
1	Rotary Conference Chair Headrest : Not included; Backrest Height : Standard back; Lumbar Support : Fixed; Armrests : Fixed; Seat Depth : Medium Fixed; Seat and Backrest Locks : Lockable or Stoppable in Multiple Positions; Tilt Mechanism : Concurrently; Upholstery : Back Breathable Material / Seat Fabric;		Carpet wheel		58			
*Not applicable for Side Chair. **Must not exceed ceiling unit price in SA.					Extended Total for all Products:			\$

Table 2 – Delivery

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Qty	Desired Date (YY/MM/DD)	Desired Time: Normal Business Hours or Outside Normal Business Hours*	Supplier will deliver on the date and at the time below**	Firm Price \$	Extended Total (Qty x Price) \$
1	Office located on 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3 (see Table 7 for details)		2018/03/12	Normal Business Hours	(Y) (M) (D) (T) (M) (D) (T)		
*Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5. **If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.					Extended Total for all Deliveries:		

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Table 3 – Installation

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Qty	Desired Date (YY/MM/DD)	Desired Time: Normal Business Hours or Outside Normal Business Hours*	Supplier will install on the date and at the time below*	Firm Price \$	Extended Total (Qty x Price) \$
1	Office located on 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3		2018/03/12	Normal Business Hours	(Y) (M) (D) (T) (M) (D) (T)		
*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. *Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5.				Extended Total for all Installations:		\$	

Table 4 – Optional Product (Chairs)

☒ Not Applicable

Table 5 – Optional Delivery

☒ Not Applicable

Table 6 – Optional Installation

☒ Not Applicable

Table 7 – Associated Aspects

1.	Upholstering Colour	
1.1	<p>For each of the chairs listed in Table 1 above, within two business days of the award of Contract, the Contractor must deliver, to the Contracting Authority, information describing all of the upholstery names and colours available within the colour category specified for each chair. The descriptive information is to be in the form of coloured samples or documentation showing the true colours.</p> <p>Within two business days of the Contracting Authority's receipt of all descriptive information, the Contracting Authority will provide the Contractor with a written notice of Canada's colour choices for each of the chairs in Annex A.</p> <p>The Contractor will deliver the chairs corresponding to Canada's choice of specific colour(s) within the colour category. No additional charge will be applied to Canada.</p>	
2.	Canada's Facilities to Accommodate the Delivery	
	Option #1 - Delivery from the East (front or back entrance, to be confirmed)	
2.1.1	Loading Dock/Location	
A	Location	Office located on the 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3
B	Dock	No
C	Lift	Elevator 1 : Capacity : 1 600 kg Interior Cabin Dimensions : 2032 mm Width x 1651 mm Depth Opening available : 2134 mm Height x 1067 mm Width
D	Door	Sidewalk between 2 buildings. First entrance is door 100-73A : 915 mm Width x 2440 mm Height
2.1.2	Freight Elevator	
	No	
2.1.3	Other (specify, if any)	
	If front entrance used : interference in the street to foresee	
2.2	Canada's Facilities to Accommodate the Delivery	
	Option #2 - Delivery from the Ouest	
2.2.1	Loading Dock/Location	
A	Location	Office located on the 4th Floor 805 Wilfrid-Laurier Avenue Québec (QC) G1R 2L3
B	Dock	Yes
C	Lift	Elevator 4 : Capacity : 2250 kg Interior Cabin Dimensions : 2610 mm Width x 1803 mm Depth Opening available : 2134 mm Height x 1219 mm Width

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		Elevator 2 : Capacity : 1150 kg Interior Cabin Dimensions : 2032 mm Width x 1295 mm Depth Opening available : 2134 mm Height x 1067 mm Width Elevator 1 : Capacity : 1 600 kg Interior Cabin Dimensions : 2032 mm Width x 1651 mm Depth Opening available : 2134 mm Height x 1067 mm Width
D	Door	915 mm Width x 2440 mm Height
2.2.2	Freight Elevator	No
2.2.3	Other (specify, if any)	From the Ouest : Required to use numerous elevators and long walking distance. This option also consists of many traffic issues.
3.	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 Office Seating, as follows:	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.3	Green Chair Recognition Product Conformance (Applies only to Bidders whose proposed chair(s) are denoted in the SA with this recognition)	
3.4	Product Conformance	
3.5	Price Certification (In accordance with the SA, Part 6B)	

Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder)

1	Product Total (Table 1)	\$
2	Optional Product Total (Table 4)	\$
3	Delivery Total (Table 2)	\$
4	Optional Delivery Total (Table 5)	\$
5	Installation Total (Table 3)	\$
6	Optional Installation Total (Table 6)	\$
7	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6):	\$\$
8	Applicable Tax(es):	\$
9	Estimated Total Contract Amount (7+8):	\$

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

Table 9 – Bidder's Authorized Representative

1.	Bidder's Authorized Representative for the Bid and the Contract		
	Name:	Telephone:	
		Facsimile:	
		E-Mail:	
		Other:	

ANNEX B
SECURITY REQUIREMENTS

Non applicable