

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS A:

See Section 1

STANDARD REQUEST FOR BID

INVITATION A SOUMISSIONNER - STANDARD

The Bidder offers to provide to Canada the goods, services or both listed in the bid solicitation in accordance with the conditions set out in the bid solicitation and the prices set out in the bid.

This bid solicitation is issued in accordance with the conditions of the Supply Arrangement E60PQ-140003/.../PQ.

Le soumissionnaire offre de fournir au Canada les biens, services ou les deux énumérés dans la demande de soumissions aux conditions prévues dans la demande de soumissions et aux prix indiqués dans la soumission.

Cette demande de soumissions est émise conformément aux conditions de l'arrangement en matière d'approvisionnement E60PQ-140003/PQ

Solicitation No N° de la	Amendment No N° de
demande	modification
18-140713	

Solicitation closes – La demande prend fin :	File No N° de dossier
at – à See Section 1 on – le See Section 1	18-140713

Date of Solicitation - Date de la demande

January 22, 2018

Address inquiries to – Adresser toute demande de renseignment à :

See Section 2, Article 4.1

Destination

See Section 2, Annex A.

Instructions:

Municipal taxes are not applicable.

Unless otherwise specified in the bid solicitation, all prices quoted must be net prices in Canadians funds including Canadian customs duties, excise taxes, must be FOB, including all delivery charges to destination(s) as indicated. The amount for Applicable Taxes is to be shown as a separate item.

Instructions:

Les taxes municipales ne s'appliquent pas.

Sauf indication contraire dans la demande de soumissions, tous les prix indiqués doivent être des prix nets, en dollars canadiens, comprenant les droits de douane canadiens, la taxe d'accise et doivent être FAB, y compris tous frais de livraison à la (aux) destination(s) indiqué(s). Le montant des taxes applicables doit apparaître séparément.

Supplier Name and Address – Nom et adresse du fournisseur
Name and title of person authorized to sign on behalf of supplier (type or print)
Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'impression)

Signature : ____

Date :___

Canada

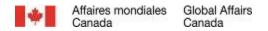


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Section 1 – Invitation and Instructions to Bidders

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

Step 2. \square Competitive or \square 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 DPSAB

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 PSPC 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.

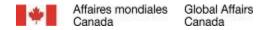
RFB Issued by:						
	See Section 2, article 4.1 below.					
Department/Agency/Crown Corporation:						
Contact for this RFB:						
RFB Closing - Submit Bid:						
Bids must be submitted to the Contracting Authority on the date and at the time indicated below.						
By no later than date and time: a. February 1, 2018 b. 14:00 (EST)						
To e-mail address (if applicable)	Katherine.borden@international.gc.ca					
RFB Enquiries						
Unless a different period is listed in the adjacent of enquires about the RFB to the Contracting Author RFB closing date. Enquiries received after the tin answered.	ity two business days prior to the 4 business days					

SECTION 2 - RESULTING CONTRACT CLAUSES

1. Terms and Conditions of the Contract



2.	Security Requirement (Applies if article a. or b. is checked)							
	The Anr	e appli nex B	cable security requirement(s) is	(are) set out in the Security Requirement Check List attached as must fulfill the security requirements by meeting the terms below (the				
2.1	a.	a. 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.		Possession of security clearance(s) is required. The Contractor must meet the security clearance requirements contained in the clausing in Annex B herein.					
	c.	Х	There is no security requirer	nent associated with this contract.				
3.	Ree	quirer	nent					
3.1	The	e Cont	ractor must perform the Work lis	ted in Annex A herein.				
4.	Au	thoriti	es					
4.1	Со	ntract	ing Authority					
	Nai	me:		Katherine Borden				
	Title	e:		A/Manager, Contracting and Materiel Management Policy				
	Department/Agency/Crown Corporation:			Global Affairs Canada				
	Ado	dress:		125 Sussex Drive, Ottawa, ON K1A 0G2				
	Telephone No.:			(343) 203-1326				
	E-mail address:			Katherine.borden@international.gc.ca				
4.2	Project Authority [To be provided by IU at contract award]							
		me:						
	Title: Department/Agency/Crown Corporation: Address:		• •					
	Tel	ephon	e No.:					
		csimile	No.: Idress:					
4.3	Co	ntract	or's Representative					
5.		set ou yment	t in Annex A, Table 10 below.					
	Method of Payment							
	The	e chec	•	or's SA indicates acceptance for payment by credit card, that method				
	X			ving.				
	X Single Payment							



ANNEX A REQUIREMENT and BASIS OF PAYMENT

IU to complete an Annex A for each category with the exception of the rules specified herein. For Tier 2 and 3 competitive requirements, Conforming Suppliers must acquire the bid solicitation document from GETS and IUs are not to identify the Conforming Suppliers in the solicitation or NPP.

1. Category Selection

The requirement includes the following categories 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.

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

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 Categories 1-6:

Scenario a. Does not include a floor plan – Categories <u>1-3-5-6</u>

Scenario b. 🗌 Includes floor plan(s) WITH identification of product information in Annex C of this RFB. Category(ies)

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: __1B___

Table 1 – Product (Only applicable for Scenario A procurements)

	Section A -	IU REQUIREMENT		Section B -	- SUPPLIER'S	6 BID
#	GoCUID	Description of Product (optional field)	Qty	Supplier Part Number	Firm Price** \$	Extended Total [Qty x Price] \$
1	WSSULPMxxxxxxxxxxxxx x	Work Surfaces / Surfaces de travail Supports / Supports Post-Legs/Pattes	36			
	Must not exceed ceiling unit p	F	Product Total	\$		

Product Category: 3

	Section A -	IU REQUIREMENT		Section B -	- SUPPLIER'S	BID
#	GoCUID	Description of Product (optional field)	Qty	Supplier Part Number	Firm Price** \$	Extended Total [Qty x Price] \$
1	PEDSMCLC24xBFxxxxxx	Pedestals/ Caissons Mobile, Cusion seat, Locking Casters, Depth 610mm (24 in.) work	200			



	surface/Caisson, mobile, avec coussin, roulettes verrouillable, Propondeur de 610mm (24 po) Box, File/Boîte, filière				
**Must not exceed ceiling unit price in SA. Add more rows if necessary.		F	Product Total	\$	

Product Category: 5

	Section A -	IU REQUIREMENT		Section B -	- SUPPLIER'S	BID
#	GoCUID	Description of Product (optional field)	Qty	Supplier Part Number	Firm Price** \$	Extended Total [Qty x Price] \$
1	MADME	Monitor Arms / Bras de moniteur Dual Monitor, Edge Clamp Mount / Deux moniteurs, fixé au bord de la surface de travail	169			
2	TLDBT	Task Light / Appareils d'éclairage localisé Desk base type/ monté sur le piètement	150			
	Must not exceed ceiling unit p	F	Product Total	\$		

Product Category: 6

	Section A -	IU REQUIREMENT		Section B -	- SUPPLIER'S	BID
#	GoCUID	Description of Product (optional field)	Qty	Supplier Part Number	Firm Price** \$	Extended Total [Qty x Price] \$
1	EDRTBARVNILNILDEGNI LNILTB36xx60xxNIL	Lounge Screen/Écran d'aire de repos	35			
		White Board /Tableau blanc				
		with lockable casters/avec roulettes verrouillables				
		Combination of two straight				



		screens to create an L shape-left/Deux écrans droits raccordés pour former un L-gauche White board on both sides/Tableaux blancs sur chaque côté de l'écran 36in x 60in/ 36po x 60po				
2	SCNTDTSBRPFSAWNIL NILCPNVINILNILNIL	Kitchenette Seating/Siège de cuisinette Bar Stool/Tabouret de bar Sled Base/Base Traîneau Footrest/Repose-pieds Without Arms/Sans accoudoirs Combination of Non- Perforated Molded Plastic or Polyamide and upholstery /Combinaison de plastique et ou en polyamide moulé non perforé et rembourrage Vinyl/Vinyle	104			
	**Must not exceed ceiling unit price in SA. Add more rows if necessary.		P	Product Total	\$	

Table 2 - Delivery

	Section A - IU REQUIREMENT	Γ		Section B	– SUPPL	IER'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 Price \$	Extended Total (Qty x Firm Unit Price) \$
1	125 Sussex Drive Lester B. Pearson (LBP) Building BG-131 Receiving Ottawa, Ontario K1A 0G2	MARCH 19 TH 2018	NORMAL	(Y) (M) (D)		



*If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time. [Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5] Add more rows if necessary.	Delivery Total:	\$
Add more rows if necessary.		

Table 3 – InstallationTable 4 – Optional ProductTable 5 – Optional DeliveryTable 6 – Optional InstallationTable 7 – Product Server

 Table 7 – Product Related Services

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

1.	Standard Finishes				
1.1	IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.				
	Within ten business days of the contract award, the Contracting Authority will provide the Contractor with a				
	written notice of Canada's finish choices for each of the product(s) in Annex A.				
	The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional				
	charge will be applied to Canada.				
2 .	Canada's Facilities to Accommodate the Delivery				
2.1	Loading Dock/Location				
А	Location	125 Sussex, Ottawa Ontario. BG-131 Receiving, Ottawa, Ontario			
В	Dock	Standard			
С	Lift	Not Available			
D	Door	Standard			
2.2	Freight	Not Applicable			
	Elevator				
2.3	Other (specify,				
	if any)				
	Continuance of				
	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	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	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	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+	\$\$
	7+8+9):	
11	Applicable Tax(es):	\$
12	Total Estimated Cost (10+11):	\$

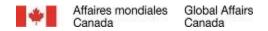


Table 10 – Bidder's Authorized Representative Table 6 – Bidder's Authorized Representative

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".

