



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

**Bid Receiving
PWGSC
33 City Centre Drive
Suite 480C
Mississauga
Ontario
L5B 2N5
Bid Fax: (905) 615-2095**

**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
Public Works and Government Services Canada
Ontario Region
33 City Centre Drive
Suite 480
Mississauga
Ontario
L5B 2N5

Title - Sujet Chairs for GTA Move	
Solicitation No. - N° de l'invitation EQ754-180479/A	Amendment No. - N° modif. 004
Client Reference No. - N° de référence du client EQ754-180479	Date 2018-03-05
GETS Reference No. - N° de référence de SEAG PW-\$TOR-024-7485	
File No. - N° de dossier TOR-7-40045 (024)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-03-09	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Brewster, Shannon	Buyer Id - Id de l'acheteur tor024
Telephone No. - N° de téléphone (905) 615-2028 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

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

SOLICITATION AMENDMENT No. 004

This solicitation amendment No. 004 is raised to:

- 1) Publish questions and answers that have been received in relation to this solicitation; and
- 2) Amend the solicitation.

- 1) The following Question and Answer has been provided:

QUESTION 1:

"We are working through the submission for this RFP and for Annex A, the total number for CH-16 is 126. However, when the quantity for each CH-16 per phase for Appendix A to Annex A, the total quantity equals 146 (46 + 31 + 68). Can you confirm the correct number, please?"

ANSWER 1:

The quantities for CH-16 have been corrected through solicitation amendment 004.

- 2) Solicitation Amendment:

- 2a. At Annex A, under the solicitation, "**Requirement and Basis of Payment**",

Delete: Article 2.3, Section 3: Office Seating – CH-16 (SA item), in its entirety, and

Insert: Article 2.3, Section 3: Office Seating – CH-16 (SA item), (Revision 1). See below

- 2b. At Appendix 1 to Annex A, under the solicitation, "**Delivery and Installation Schedule**",

Delete: Appendix 1 to Annex A – Delivery and Installation Schedule (Revision 1), in its entirety, and

Insert: Appendix 1 to Annex A – Delivery and Installation Schedule (Revision 2). See below

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

2.3 Section 3: Office Seating – CH-16 (SA item) – (Revision 1)**Table 1 – Product**

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
#	Description	Upholstering Colour(s)	Caster Type(s)	Total Estimated Quantity	Model and Series Number	Firm Unit Price*	Extended Total [Qty x Price]
		See Annex B					
1	Rotary Conference/Office Chair: CH-16 ❖ See Annex B – Product Description			148		\$	\$
*Must not exceed ceiling unit price in SA.				Total Extended Price:			\$

Table 2 – Delivery – Please refer to Appendix 1 to Annex A – Delivery and Installation Schedule for more information.

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID	
Phase	Total Est. Quantity	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours	Supplier will deliver on the date and at the time below*	Firm Price
Phase I	42	4900 Yonge St. Toronto, ON	See article 3, Appendix 1 to Annex A	Normal Business hours	(Y)	\$
					(M)	
					(D)	
Phase II	38	4900 Yonge St. Toronto, ON	See article 3, Appendix 1 to Annex A	Normal Business hours	(Y)	\$
					(M)	
					(D)	
Phase III	68	4900 Yonge St. Toronto, ON	See article 3, Appendix 1 to Annex A	Normal Business hours	(Y)	\$
					(M)	
					(D)	
*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. (Normal Business Hours 8:00–17:00)				Delivery Total:		\$

Table 3 – Installation – Please refer to Appendix 1 to Annex A – Delivery and Installation Schedule for more information.

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID	
Phase	Total Est. Quantity	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours	Supplier will install on the date and at the time below*	Firm Price
Phase I	42	4900 Yonge St. Toronto, ON	See article 3, Appendix 1 to Annex A	Normal Business hours	(Y)	\$
					(M)	
					(D)	
Phase II	38	4900 Yonge St. Toronto, ON		Normal Business hours	(Y)	\$
					(M)	

			See article 3, Appendix 1 to Annex A		(D)	
Phase III	68	4900 Yonge St. Toronto, ON	See article 3, Appendix 1 to Annex A	Normal Business hours	(Y) (M) (D)	\$
*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. (Normal Business Hours 8:00–17:00)				Installation Total:		\$

Table 4 – Associated Aspects

1.	Upholstering Colour: 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. 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. 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.	
2.	Canada's Facilities to Accommodate the Delivery	
2.1	Loading Dock/Location – Additional information provided in Appendix 1 to Annex A	
A	Location	4900 Yonge Street, Toronto, ON
B	Dock	At rear of building
C	Lift	Please refer to Appendix 1 to Annex A, Article 4.2
D	Door	Please refer to Appendix 1 to Annex A, Article 4.2
2.2	Freight Elevator	Please refer to Appendix 1 to Annex A, Article 4.2
2.3	Other (specify, if any)	Please refer to Appendix 1 to Annex A, Article 4.2
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 5 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder)

1	Product Total - (Table 1 from Article 2.3, Section 3)	\$
2	Delivery Total (Table 2 from Article 2.3, Section 3)	\$
3	Installation Total (Table 3 from Article 2.3, Section 3)	\$
4	Total Evaluated (Bid) Price for Section 3* (1 + 2 + 3):	\$

Solicitation No. - N° de l'invitation
EQ754-180479/A

Amd. No. - N° de la modif.
004

Buyer ID - Id de l'acheteur
tor024

Client Ref. No. - N° de réf. du client
EQ754-180479

File No. - N° du dossier
TOR-7-40045

CCC No./N° CCC - FMS No./N°VME

5	Applicable Tax(es):	\$
6	Total Estimated Cost (4+5):	\$

Table 6 – Bidder's Authorized Representative

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".**

APPENDIX 1 TO ANNEX A Delivery and Installation Schedule (Revision 2)

1. The delivery and installation will be carried out in accordance with the Schedule listed below, at 4900 Yonge Street, Toronto, Ontario on the 10th, 11th, and 12th floor. The dates in the Schedule are estimated and may be subject to change and all changes must be pre-approved by the Project Authority. Canada will endeavour to give the Contractor four (4) to six (6) weeks lead time for the delivery and installation of the furniture for each of the phases.

2. **Sequence of the Work:**

The delivery and installation will be done in three (3) stages over several working days.

NOTE: The following dates maybe subject to changes and are dependent on the building construction schedule. It is the Contractors responsibility to validate the delivery and installation dates with the Contractor, Maple Leaf Property Management (MLPM) and the Project Authority.

3. **Schedule of Phases:**

ESTIMATED SCHEDULE FOR PHASE I – 11th Floor			
Item	Estimated Quantities	Estimated Delivery Dates	Estimated Installation Period
CH-01	76	May 20 th , 2018	June 20 th , 2018
CH-12	14	May 20 th , 2018	June 20 th , 2018
CH-16	42	May 20 th , 2018	June 20 th , 2018

ESTIMATED SCHEDULE FOR PHASE II – 10th Floor			
Item	Estimated Quantities	Estimated Delivery Dates	Estimated Installation Period
CH-01	114	December 4 th , 2018	January 2 nd , 2019
CH-12	26	December 4 th , 2018	January 2 nd , 2019
CH-16	38	December 4 th , 2018	January 2 nd , 2019

ESTIMATED SCHEDULE FOR PHASE III – 12th Floor			
Item	Estimated Quantities	Estimated Delivery Dates	Estimated Installation Period
CH-01	118	April 28 th , 2019	May 29 th , 2019
CH-12	22	April 28 th , 2019	May 29 th , 2019
CH-16	68	April 28 th , 2019	May 29 th , 2019

4. **Canada's Facilities to Accommodate the Delivery**

4.1 **Joseph Shepard Building Protocol**

For 4900 Yonge Street, Toronto Ontario – See Appendix 2 to Annex A

4.2 **Delivery & Installation Instructions**

- a) Delivery as per Project Authority pre-determined authorize time and schedule – Delivery and Installations during normal business hours unless instructed otherwise by Project Authority, the Contractor or MLPM.

- b) All deliveries and installations without exception must be schedule and coordinate with the Project Authority, the Contractor and MLPM through a WAF.
- c) All deliveries must be through loading dock area only, not pedestrian entrances.
- d) All products must be delivered immediately to the designated floor.
- e) Without exception during and on completion of each of the delivery and installations, the Contractor must collect and remove all rubbish, crates, boxes, wrapping, plastics and all materials associated with the delivery and installations away from the premises. The Contractor is responsible to keep the area safe and clean at all times.
- f) FLOOR/WALL PROTECTION: During and upon completion of the delivery and installations, the Contractor must ensure that all flooring and walls are properly protected against any type of damages.
- g) LOADING DOCK: The Loading Dock is located on the 2nd Floor. Accepts trucks no larger than SPIF#19, maximum length of 12.5m (including the load). 16.2m SPIF Semi-Trailers or 14.65m Non-SPIF Semi-Trailers are not accepted. After the regular business hours, deliveries are to be scheduled in advance (minimum of 48hrs) with MLPM. Additional details are outline in Appendix 4 to Annex A.
- h) LOADING/UNLOADING AREAS: Contractor must use only the loading and unloading areas approved by the Project Authority. Contractor vehicles must be parked only in approved areas. The Contractor must be responsible for obtaining any permits that may be required for the services performed in the loading and unloading areas. Additional details are outline in Appendix 4 to Annex A.
- i) FREIGHT ELEVATORS: Is accessed from the Loading Dock and serves all floors. The cab's dimensions are as follow: 224 cm (89.5 in.) width by 155 cm (62 in.) depth by 300 cm (120 in.) high. The weight capacity is 1820 kg (4000lbs). Freight Elevator is not available from the hours of 6:00 p.m. to 8:00 p.m. Booking of the Freight Elevator is not permitted. Use is based on first come, first served.
- j) WEATHER AND OTHER CONDITIONS: The Contractor must take all appropriate measures to protect property during the entire process. This includes protecting items from exposure to inclement weather during loading, unloading, and transport.
- k) It is the Contractor responsibility to assume any permits and/or parking related fees associated with loading and unloading, pickup and deliveries.
- l) The Contractor's personnel must be uniformed appropriately for the nature and location of the Work. They shall display their access security badge along with the Contractor's name or logo on the outer garment for identification purposes at all times. At any time while on the work site, the Contractor's personnel could be asked to identify themselves by providing a photo ID such as a valid driver's permit or health card.
- m) The Contractor's personnel must wear protective footwear and clothing, and must use appropriate protective equipment, materials and devices as required and in accordance with the Canadian Occupational Safety and Health Regulations. The Contractor must adhere to all emergency, fire safety, and security regulations in the buildings as well as wearing the proper equipment for the job.
- n) While performing services under this Contract, the Contractor and its personnel must at no time engage in the following activities, including but not limited to:
 - i. Smoking in the facilities;
 - ii. Damage to Crown Property of any type;
 - iii. Arrive at the facility under the influence of illegal drugs or alcohol, or even with alcohol on the breath;
 - iv. Consume alcoholic beverages on the job;

- v. Use unassigned washrooms without permission;
- vi. Use government telephones without prior approval from the Project Authority
- vii. Engage in prolonged discussions or arguments regarding the job;
- viii. Perform any work for the client not specified in this contract without approval of the Project Authority; and
- ix. Request or accept any articles or currency as a gratuity for Work performed under this contract.