



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions Travaux  
publics et Services gouvernementaux Canada**  
**Pacific Region**  
**401 - 1230 Government Street**  
**Victoria, B.C.**  
**V8W 3X4**  
**Bid Fax: (250) 363-3344**

**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 - Pacific  
Region  
401 - 1230 Government Street  
Victoria, B. C.  
V8W 3X4

<b>Title - Sujet</b> Lab Furniture-Green Timbers	
<b>Solicitation No. - N° de l'invitation</b> M2898-186166/A	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> M2898-186166	<b>Date</b> 2018-05-04
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$VIC-241-7496	
<b>File No. - N° de dossier</b> VIC-7-40231 (241)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2018-05-14</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Pacific Daylight Saving Time PDT
<b>F.O.B. - F.A.B.</b> <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> Grieve, Bronwen	<b>Buyer Id - Id de l'acheteur</b> vic241
<b>Telephone No. - N° de téléphone</b> (250) 514-3757 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <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> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**Amendment No. 002 issued to amend the above-noted solicitation as follows:**

- 1. To attach Auto CAD drawings.**
- 2. To provide clarification on the Canadian Content preference.**
- 3. To move Non-SA items from Table 3.1 – Category 3 Products (Firm Requirement) to Table 3.4 – Optional Requirement.**
- 4. To address bidder questions:**

**Bidder Questions and Answers:**

**Q3: What is the maximum truck length the shipping location can accommodate?**

**A3:** 48 foot long trailer.

**Q4: Regarding Phase 1 - Could you please confirm if the products to be shipped to site on August 31, 2018 are to be held on site until September 18th? We will return to do the install on Sept 18th. Same with Phase 2 - delivery for October 26th, are the products going to be held on site until October 31, 2018?**

**A4:** The dates provided in Annex F are tentative and will be confirmed upon time of Task Issuance. Installation to commence on delivery and to be completed within 25 days. See Annex F – Tentative Schedule for changes.

**Q5: Could we get a copy of the CAD file?**

**A5:** Yes, see attached.

**Q6: Is there a drawing that shows what stations will be included in what Phase?**

**A6:** Phase 1 is Level 1 and Phase 2 is Level 2. There are floorplans for each of these levels included in the solicitation.

Changes **written in blue** for ease of review.

***ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED***

## Annex E - Standard REQUEST FOR BID (RFB)

No of Page/RFB	M2898-186166/A AMD 002
N° de page	



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS A:

See Section 1.  
Voir 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 demande	Amendment No. - N° de modification
M2898-186166/A	002

Solicitation closes – La demande prend fin :	File No. - N° de dossier
at – à See Section 1 Voir Section 1 on – le See Section 1 Voir Section 1	VIC-07-40231

Canada

	Date of Solicitation – Date de la demande
	Address inquiries to – Adresser toute demande de renseignement à :  See Section 2, Article 4.1. Voir Section 2, Article 4.1
	Destination  See Section 2, Annex A. Voir Section 2, Annexe A.

#### Instructions:

Municipal taxes are not applicable.

Unless otherwise specified in the bid solicitation, all prices quoted must be net prices in Canadian 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  Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur
	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 : _____

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## **SUMMARY**

Royal Canadian Mounted Police (RCMP) has a requirement for the purchase, delivery and installation of office furniture to 14200 Green Timbers Way, Surrey, BC. The project involves phased deliveries between August 31, 2018 and April 30, 2019, as per tentative schedule at Annex F.

The Work to be performed under the Contract will be on an "as and when requested basis" using Task Authorization (TA). Details of the requirement and floor plans will be provided upon issuance of each Task Authorization for each delivery phase. An obligation for any Work will come into force only when a Task Authorization (TA) is approved and issued in accordance with the Task Authorization Process detailed in Annex E.

RFB Enquiries must be submitted by no later than Thursday May 3 at 2:00 PM Pacific Daylight Time (PDT). Enquiries received after that date and time may not be answered.

Period of the Contract: From date of contract award to April 30, 2019.

This requirement is issued pursuant to PWGSC Supply Arrangement (SA) # E60PQ-140003/B and covers a requirement from the following Product Category(ies) of the SA:

- Product Category 1 - Interconnecting Panels and Freestanding Systems;
- Product Category 2 - Freestanding Height Adjustable Desk/Table Products;
- Product Category 3 - Metal Filing and Storage Cabinets;
- This requirement also contains products that are NON-SUPPLY ARRANGEMENT.

This requirement will be solicited amongst the PSAB stream of Suppliers (SA holders).

This procurement is set aside under the federal government's Procurement Strategy for Aboriginal Business. This procurement is set aside from the international trade agreements under the provision each has for set-asides for small and minority businesses. Further to Article 800 of the Canadian Free Trade Agreement (CFTA), CFTA does not apply to this procurement.

The bid solicitation is also open to suppliers who are not Supply Arrangement (SA) holders. In order for new suppliers to bid on this solicitation, the new supplier must first qualify for a SA. The process to qualify for a SA is detailed in RFSA # E60PQ-140003/B and can be found on the Government Electronic Tendering Service (GETS - <https://buyandsell.gc.ca/procurement-data/tenders>). Canada is not required to delay the award of a resulting contract pending the evaluation of an arrangement and issuance of a SA by the PWGSC Supply Arrangement Authority.

The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Annex H titled Federal Contractors Program for Employment Equity - Certification.

## **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.

For Non-Competitive Requirements:

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.

### **Step 3. ☐ General or ☒ PSAB**

For PSAB procurement:

Canadian Content

The Supplier should propose conforming products(s) denoted as “Canadian Content” in the Supplier’s SA. Canada may preference all bids containing products(s) with this designation.

The requirement is subject to a preference for Canadian goods and/or services.

The evaluation team will determine first if there are two or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

**SACC Manual Clause [A3050T](#) (2014-11-27) Canadian Content Definition**



### Canadian Content Certification

This procurement is conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the good(s) offered are Canadian goods, as defined in clause A3050T, may be considered.

Failure to provide this certification completed with the bid will result in the good(s) offered being treated as non-Canadian goods.

The Bidder certifies that:

( ) a minimum of 80 percent of the total bid price consist of Canadian goods as defined in paragraph 1 of clause A3050T.

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult Annex 3.6.(9), Example 2, of the Supply Manual.

### 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.

### Bid Evaluation

An evaluation team composed of representatives of Canada will evaluate the bids.

<b>RFB Issued by:</b>	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
<b>RFB Closing - Submit Bid:</b>	
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. May 14, 2018</b> <b>b. 2:00 PM Pacific Daylight Time (PDT)</b>
- To physical location (if applicable)	<b>Bid Receiving Public Works and Government Services  Canada  Pacific Region  401-1230 Government St.  Victoria, BC  V8W 3X4</b>  <b>Facsimile: (250) 363-3344</b>
- To e-mail address (if applicable)	<b>Not Applicable</b>
<b>RFB Enquiries</b>	
Unless a different period is listed in the adjacent column, Bidders may submit enquires 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>All enquiries must be  submitted in writing to the  Contracting Authority by no  later than May 3, 2018 at  2:00 PM Pacific Daylight  Time (PDT)</b>

## SECTION 2 - RESULTING CONTRACT CLAUSES

<b>1.</b>	<b>Terms and Conditions of the Contract</b>	
	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.	<input type="checkbox"/>	<b>Contractor may be escorted; possession of security clearance not required.</b> 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"/>	<b>Possession of security clearance(s) is required.</b> The Contractor must meet the security clearance requirements contained in the clausing in Annex B herein.
c.	<input checked="" type="checkbox"/>	<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>	
<b>4.1</b>	<b>Contracting Authority</b>	
	Name:	<b>Bronwen Grieve</b>
	Department/Agency/Crown Corporation:	<b>Public Services and Procurement Canada</b>
	Address:	<b>1230 Government Street Victoria, BC</b>
	Telephone No.:	<b>250-514-3757</b>
	E-mail address:	Bronwen.Grieve@pwgsc.gc.ca
<b>4.2</b>	<b>Project Authority</b>	
	Name:	
	Title:	
	Department/Agency/Crown Corporation:	
	Address:	
	Telephone No.:	
	Facsimile No.:	
	E-mail address:	
<b>4.3</b>	<b>Contractor's Representative</b>	
	As set out in Annex A, Table 11 below.	
<b>5.</b>	<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"/>	Multiple Payment
	<input checked="" type="checkbox"/>	Will be identified in the task using one of the option listed in section 6 titled Basis of Payment of Annex E
	<input checked="" type="checkbox"/>	The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s): (in accordance with Certification provided by Bidder at Annex I)

	<ul style="list-style-type: none"> <li>a. Visa Acquisition Card;</li> <li>b. MasterCard Acquisition Card;</li> <li>c. Direct Deposit (Domestic and International);</li> <li>d. Electronic Data Interchange (EDI);</li> <li>e. Wire Transfer (International Only);</li> </ul> <p>Large Value Transfer System (LVTS) (Over \$25M)</p>
<b>6.</b>	<b>Invoicing</b>
	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 REQUIREMENT and BASIS OF PAYMENT

- 
1. IU to complete an Annex A for each category with the exception of the rules specified herein.
  2. 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.

- ☒ Category 1 Non-SA (NSA) products forming part of this requirement, refer to Annex D of this RFB

- 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 as per 6B. 4.1 of the SA.

- ☒ 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)

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

#### 2.1 For Product Related Services requirements

#### 2.2 For Categories 1-3:

- Scenario a. ☒ Does not include a floor plan – Category(ies) 2 and 3

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

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

Site Inspection Date: \_\_\_\_\_ (Project Authority to specify upon issuance of each Task Authorization)

### 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 10 and 11. In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

## PRODUCT CATEGORY 1

### Financial Evaluation Table 1.1 – Category 1 – Products (FIRM REQUIREMENT)

Units of issue and Prices/rates offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization (TA) using the unit of issues and firm prices/rates detailed in this Table (refer to TA process at Annex E).

For financial evaluation purposes only, Bidders must submit their financial bid based on the quantities specified below. Actual quantities may change at time of TA issuance

A financial bid addressing only part of the requirement detailed in this Table will not be considered.

**\*\*Products offered must support the required number of workstations identified in Floor Plans at Annex C**

\*\*

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product	Est. Qty	Supplier Part Number	Firm unit Price** \$	Extended Total [Qty x Price] \$
1.	Refer to Annex C for all Panel Requirements	Panel Type A	17			
2.		Panel Type B	49			
3.		Panel Type C	61			
4.		Panel Type D	44			
5.		Panel Type E	156			
6.		Panel Type F	43			
7.		Panel Type G	88			
8.		Panel Type H	49			
9.		Panel Type J	44			
10.	SPPDWLMxxxxBFCsx xxx22	Storage Products Pedestals Locking Casters Metal Box, File Cushion Seat  559mm (22") D	143			
11.	ACPSPMMxxxxxxxxx	Paper Sorter Panel Mounted	131			
12.	ACIOPMMxxxxxxxxx	In-Out Trays Panel Mounted	131			

### Financial Evaluation Table 1.1 – Category 1 – Products (FIRM REQUIREMENT)

Units of issue and Prices/rates offered must be firm for the entire period of the Contract.

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**\*\*Products offered must support the required number of workstations identified in Floor Plans at Annex C**

\*\*

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product	Est. Qty	Supplier Part Number	Firm unit Price** \$	Extended Total [Qty x Price] \$
13.	ACTHPMMxxxxxxxxxx xxxx	Telephone Holder Panel Mounted	131			
14.	ACPRPMACxxxxxxx1 236xx	Privacy Screens Panel Mounted Clear  Refer to drawings at Annex C  13mm (1/2") thick, 914mm (36") W x 305mm (12") H*	86			
15.	WSxxGGLHRxxxxxxxx 6030	Work Surfaces 2 Full Gable Ends (w/ modesty) High Pressure Laminate Rectangular  762mm D x 1524mmW (30" d x 60" w)	11			
16.	WSxxHGLHRxxxxxxxx 6024	Work Surfaces 1 Half, 1 Full Gable (w/ modesty) High Pressure Laminate Rectangular  610mm D x 1524mmW (24" d x 60" w)	18			
17.	WSxxHGLHRxxxxxxxx 4824	Work Surfaces 1 Half, 1 Full Gable (w/ modesty) High Pressure Laminate Rectangular  610mm D x 1219mmW (24" d x 48" w)	3			



### Financial Evaluation Table 1.1 – Category 1 – Products (FIRM REQUIREMENT)

Units of issue and Prices/rates offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization (TA) using the unit of issues and firm prices/rates detailed in this Table (refer to TA process at Annex E).

For financial evaluation purposes only, Bidders must submit their financial bid based on the quantities specified below. Actual quantities may change at time of TA issuance

A financial bid addressing only part of the requirement detailed in this Table will not be considered.

**\*\*Products offered must support the required number of workstations identified in Floor Plans at Annex C**

\*\*

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product	Est. Qty	Supplier Part Number	Firm unit Price** \$	Extended Total [Qty x Price] \$
18.	WSxxHGLHRxxxxxxx3624	Work Surfaces 1 Half, 1 Full Gable (w/ modesty) High Pressure Laminate Rectangular  610mm D x 914mmW (24" d x 36" w)	1			
19.	SPPDFSMxxxxFFxxxxxx22	Storage Products Pedestals Freestanding Metal File, File  559mm D (22")	1			
20.	SPLFFSMxxxxFFxxxx3618	Storage Products Two Drawer Lateral Filing Cabinet Freestanding Metal File, File  457mm D x 914mm W (18"dx36"w)	11			
21.	SPOSWMMxxxxxxSHxx4812	Storage Products Overhead Storage Wall Mounted Metal Shelves  305mm D x 1219mm W x 940mm H (12"d x 48"w x 37"h)	6			
22.	SPOSWMMxxxxxxOxx4812	Storage Products Overhead Storage Wall Mounted Metal	5			

### Financial Evaluation Table 1.1 – Category 1 – Products (FIRM REQUIREMENT)

Units of issue and Prices/rates offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization (TA) using the unit of issues and firm prices/rates detailed in this Table (refer to TA process at Annex E).

For financial evaluation purposes only, Bidders must submit their financial bid based on the quantities specified below. Actual quantities may change at time of TA issuance

A financial bid addressing only part of the requirement detailed in this Table will not be considered.

**\*\*Products offered must support the required number of workstations identified in Floor Plans at Annex C**  
\*\*

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product	Est. Qty	Supplier Part Number	Firm unit Price** \$	Extended Total [Qty x Price] \$
		Open Cupboard  305mm D x 1219mm W x 940mm H (12"d x 48"w x 37"h)				
23.	SPPDWLMxxxx2Fxxxx xx28	Storage Products Pedestals Locking Casters Metal Box, Box, File 28" D	131			
**Must not exceed ceiling unit price in SA.				Product Total		\$

### Financial Evaluation Table 1.2 – Delivery (NORMAL BUSINESS HOURS)

Bidders must submit a firm pricing for delivery during normal business hours for the product requirements detailed in Table 1.1 (SA and non-SA products). Pricing offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization (TA) using the unit of issue and firm rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, Bidders must submit their financial bid based on the estimated quantities specified below. Actual quantities may change at time of TA issuance

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

**The ceiling percentage rate will be applicable to all TAs for Table 1.1 Products.**

See table 1.5 for delivery OUTSIDE of NORMAL HOURS

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID				
Product Item # from Table 1	Location	Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)*	Supplier will deliver on the date and at the time below*		Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x Ceiling Percentage rate) \$
1-23	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Normal]	While Phase 1 delivery is required by no later than August 31, 2018, the best delivery that can be offered is _____ <i>(to be specified by Bidder)</i> weeks after receipt of an authorized Task Authorization (TA).	Ceiling Percentage Rate	\$ Product Total for Table 1.1 \$ _____	_____ %	\$
*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]				Delivery Total:				\$

### Financial Evaluation Table 1.3 – Installation (NORMAL BUSINESS HOURS)

Bidders must submit a firm ceiling percentage rate for installation during normal business hours for the product requirements detailed in Table 1.1 (SA and non-SA products). The ceiling percentage rate offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products, and schedule requirements detailed in the Task Authorization (TA) using the firm ceiling percentage rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, the firm ceiling percentage rate offered will be applied to the estimated quantity specified below. Actual quantities may change at time of TA issuance

**The ceiling percentage rate will be applicable to all TAs for Table 1 Product installations.**

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

See table 1.6 for installation OUTSIDE of NORMAL HOURS

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)*	Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x ceiling percentage rate) \$
1-23	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Normal]	Ceiling Percentage Rate	\$ Product Total for Table 1.1 \$ _____	_____ %	\$
*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, as per SA, Annex A, article 5]				Installation Total:			\$

Financial Evaluation Table 1.4 – Optional Products						
Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product (Additional product details may be inserted, if required as per 6B. 4.1 of the SA)	Qty	Supplier Part Number	Firm _____ Price** \$	Extended Total [Qty x Price] \$
1	Not applicable					
**Must not exceed ceiling unit price in SA.				Product Total		\$

**Financial Evaluation Table 1.5 – Delivery (OUTSIDE NORMAL BUSINESS HOURS)**

Bidders must submit a firm pricing for delivery during normal business hours for the product requirements detailed in Table 1.1 (SA and non-SA products). Pricing offered must be firm for the entire period of the Contract.

For financial evaluation purposes only, Bidders must submit their financial bid based on the estimated quantities specified below. Actual quantities may change at time of Contract Award.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization (TA) using the unit of issue and firm rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, Bidders must submit their financial bid based on the estimated quantities specified below. Actual quantities may change at time of TA issuance

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

**The ceiling delivery percentage rate will be applicable to all TAs for Table 1.1 Products**

See table 1.2 for delivery NORMAL HOURS

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*	Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x Ceiling Percentage rate) \$
1-23	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Outside Normal]	In accordance with supplier's statements in Table 1.2	Ceiling Percentage Rate	\$ Product Total for Table 1.1 \$ _____	_____ %	\$
*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]				Delivery Total:				\$

**Financial Evaluation Table 1.6 – Installation (OUTSIDE NORMAL BUSINESS HOURS)**

Bidders must submit a firm ceiling percentage rate for installation outside normal business hours for the product requirements detailed in Table 1.1 (SA and non-SA products). The ceiling percentage rate offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products, and schedule requirements detailed in the Task Authorization (TA) using the firm ceiling percentage rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, the firm ceiling percentage rate offered will be applied to the estimated quantity specified below. Actual quantities may change at time of TA issuance

**The ceiling percentage rate will be applicable to all TAs for Table 1.1 Product**

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered. See table 1.3 for installation during NORMAL HOURS

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)*	Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x ceiling percentage rate) \$
1-23	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Outside Normal]	Ceiling Percentage Rate	\$ Product Total for Table 1.1 \$ _____	_____ %	\$
*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, as per SA, Annex A, article 5]				Installation Total:			\$

### Financial Evaluation Table 1.7 – Product Related Services

--NOT APPLICABLE TO THIS RFB--

### Financial Evaluation Table 1.8 – Optional Storage

Bidders are required to submit a firm storage rate per cubic meter (m3) to support unforeseen changes in part or all of the delivery requirements detailed in Table 1.1 (SA and non-SA products).

Prices/rates offered must be firm for the entire period of the Contract.

Contractor must provide storage locally in Surrey (preferred) to support delivery within 48 hours from receipt of a written request from the Contracting Authority.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Contract.

For products stored by Contractor at Canada's request, the Contractor will be reimbursed in accordance with the firm rate specified below up to a limitation of expenditure as specified on the approved Task Authorization. Applicable Taxes are extra.

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

Storage periods are defined as follows: Week = Seven (7) Days; Month = Thirty (30) Days.

Section A - IU REQUIREMENT		Section B – SUPPLIER'S BID	
Product Item #	Description	Firm rate \$CDN	
1-23	Firm Storage rate for optional storage services in Surrey, BC	<b>Bidders must submit a firm rate</b>  \$_____ / m3 / day	
		<b>** Optional Storage Total 1.8:</b>	\$

\*\* Remark : For financial evaluation purposes only, optional storage costs will be evaluated at 150 m3 x 14 days x \$/m3/day for all bidders as it will be difficult to provide this information without details on the products and quantities to be stored. The cost of storage services will be determined with the successful bidder upon Contract Award



**Table 1.9 – 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 Contracting 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>	<p><b>Canada’s Facilities to Accommodate the Delivery</b></p> <p><i>The Supplier’s employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>	
2.1	Loading Dock/Location	
A	Location	14200 Green Timbers Way Surrey, BC
B	Dock	None
C	Lift	None
D	Door	8’ H x 6’ W Double door
2.2	Freight Elevator	Located immediately inside the East Entrance where the furniture will enter the building.
2.3	Other (specify, if any)	N/A
	<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 1.10 – Bid Evaluation and Financial Limitation of Contract (Canada may complete if not completed by the Bidder)**

No	Description	Total Amount
1	<b>Firm</b> Product Total (Table 1.1) or Annex C Total	\$
2	<b>Firm</b> Delivery Total (Table 1.2) DURING NORMAL HOURS	\$
3	<b>Firm</b> Installation Total (Table 1.3) DURING NORMAL HOURS	\$
4	<b>Optional</b> Product Total (Table 1.4)	\$0.00 (N/A)
5	Delivery Total (Table 1.5) OUTSIDE NORMAL HOURS	\$
6	Installation Total (Table 1.6) OUTSIDE NORMAL HOURS	\$
7	Product Related Services Total (Table 1.7)	\$0.00 (N/A)
8	Optional Storage (Table 1.8)	\$
9	Hardware Total as per article 1.5 of Annex A-1 of SA	\$0.00**
10	<b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7+8+9)</b>	\$
11	<b>Applicable Tax(es):</b>	\$
12	<b>Total Estimated Cost (10+11):</b>	\$

\* At contract award, "Total Evaluated (Bid) Price" becomes "Financial Limitation of Contract" (refer to section 5.1 at Annex E).

\*\* Hardware Total as per article 1.5 of Annex A-1 of SA (if applicable), will be evaluated at **\$0 for all bidders**, as it will be difficult for bidders to provide this information without detailed and accurate floor plans. The cost of hardware will be determined with the successful bidder(s) upon the issuance of each Task Authorization for each delivery phase.

**Table 1.11 – 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:

**Product Category: 2**

**Financial Evaluation Table 2.1 – Category 2 – Products (FIRM REQUIREMENT)**

Units of issue and Prices/rates offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization (TA) using the unit of issues and firm prices/rates detailed in this Table (refer to TA process at Annex E).

For financial evaluation purposes only, Bidders must submit their financial bid based on the quantities specified below. Actual quantities may change at time of TA issuance

A financial bid addressing only part of the requirement detailed in this Table will not be considered.

**\*\*Products offered must support the required number of workstations identified in Floor Plans at Annex C**  
\*\*

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product	Est. Qty	Supplier Part Number	Firm unit Price** \$	Extended Total [Qty x Price] \$
1	FSCAEA5430	Height Adjustable Desk, electric, sit/stand range  1321 x 737mm (52x29")	143			
2	FSCAEA5424	Height Adjustable Desk, electric, sit/stand range  1321 x 584mm (52x23")	12			
**Must not exceed ceiling unit price in SA.				Product Total		\$

### Financial Evaluation Table 2.2 – Delivery (NORMAL BUSINESS HOURS)

Bidders must submit a firm pricing for delivery during normal business hours for the product requirements detailed in Table 2.1 (SA and non-SA products). Pricing offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization (TA) using the unit of issue and firm rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, Bidders must submit their financial bid based on the estimated quantities specified below. Actual quantities may change at time of TA issuance

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

**The ceiling percentage rate will be applicable to all TAs for Table 2.1 Products.**

See table 2.5 for delivery OUTSIDE of NORMAL HOURS

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*	Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x Ceiling Percentage rate) \$
1-2	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Normal]	While Phase 1 delivery is required by no later than August 31, 2018, the best delivery that can be offered is _____ (to be specified by Bidder) weeks after receipt of an authorized Task Authorization (TA).	Ceiling Percentage Rate	\$ Product Total for Table 2.1 \$ _____	_____ %	\$
*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]				Delivery Total:				\$

### Financial Evaluation Table 2.3 – Installation (NORMAL BUSINESS HOURS)

Bidders must submit a firm ceiling percentage rate for installation during normal business hours for the product requirements detailed in Table 2.1 (SA and non-SA products). The ceiling percentage rate offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products, and schedule requirements detailed in the Task Authorization (TA) using the firm ceiling percentage rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, the firm ceiling percentage rate offered will be applied to the estimated quantity specified below. Actual quantities may change at time of TA issuance

**The ceiling percentage rate will be applicable to all TAs for Table 2.1 Product installations.**

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

See table 2.6 for installation OUTSIDE of NORMAL HOURS

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)*	Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x ceiling percentage rate) \$
1-2	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Normal]	Ceiling Percentage Rate	\$ Product Total for Table 2.1 \$ _____	_____ %	\$
*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, as per SA, Annex A, article 5]				Installation Total:			\$

Financial Evaluation Table 2.4 – Optional Products						
Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product (Additional product details may be inserted, if required as per 6B. 4.1 of the SA)	Qty	Supplier Part Number	Firm _____ Price** \$	Extended Total [Qty x Price] \$
1	Not applicable					
**Must not exceed ceiling unit price in SA.				Product Total		\$

**Financial Evaluation Table 2.5 – Delivery (OUTSIDE NORMAL BUSINESS HOURS)**

Bidders must submit a firm pricing for delivery during normal business hours for the product requirements detailed in Table 2.1 (SA and non-SA products). Pricing offered must be firm for the entire period of the Contract.

For financial evaluation purposes only, Bidders must submit their financial bid based on the estimated quantities specified below. Actual quantities may change at time of Contract Award.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization (TA) using the unit of issue and firm rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, Bidders must submit their financial bid based on the estimated quantities specified below. Actual quantities may change at time of TA issuance

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

**The ceiling delivery percentage rate will be applicable to all TAs for Table 2.1 Products**

See table 2.2 for delivery NORMAL HOURS

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*	Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x Ceiling Percentage rate) \$
1-2	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Outside Normal]	In accordance with supplier's statements in Table 2.2	Ceiling Percentage Rate	\$ Product Total for Table 2.1 \$_____	_____ %	\$
*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]				Delivery Total:				\$

**Financial Evaluation Table 2.6 – Installation (OUTSIDE NORMAL BUSINESS HOURS)**

Bidders must submit a firm ceiling percentage rate for installation outside normal business hours for the product requirements detailed in Table 2.1 (SA and non-SA products). The ceiling percentage rate offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products, and schedule requirements detailed in the Task Authorization (TA) using the firm ceiling percentage rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, the firm ceiling percentage rate offered will be applied to the estimated quantity specified below. Actual quantities may change at time of TA issuance

**The ceiling percentage rate will be applicable to all TAs for Table 2.1 Product**

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered. See table 2.3 for installation during NORMAL HOURS

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)*	Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x ceiling percentage rate) \$
1-2	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Outside Normal]	Ceiling Percentage Rate	\$ Product Total for Table 2.1 \$ _____	_____ %	\$
*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, as per SA, Annex A, article 5]				Installation Total:			\$



### Financial Evaluation Table 2.7 – Product Related Services

--NOT APPLICABLE TO THIS RFB--

### Financial Evaluation Table 2.8 – Optional Storage

Bidders are required to submit a firm storage rate per cubic meter (m3) to support unforeseen changes in part or all of the delivery requirements detailed in Table 2.1 (SA and non-SA products).

Prices/rates offered must be firm for the entire period of the Contract.

Contractor must provide storage locally in Surrey (preferred) to support delivery within 48 hours from receipt of a written request from the Contracting Authority.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Contract.

For products stored by Contractor at Canada's request, the Contractor will be reimbursed in accordance with the firm rate specified below up to a limitation of expenditure as specified on the approved Task Authorization. Applicable Taxes are extra.

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

Storage periods are defined as follows: Week = Seven (7) Days; Month = Thirty (30) Days.

Section A - IU REQUIREMENT		Section B – SUPPLIER'S BID	
Product Item #	Description	Firm rate \$CDN	
1-2	Firm Storage rate for optional storage services in Surrey, BC	<b>Bidders must submit a firm rate</b>  \$_____ / m3 / day	
		<b>** Optional Storage Total 2.8:</b>	\$

\*\* Remark : For financial evaluation purposes only, optional storage costs will be evaluated at 150 m3 x 14 days x \$/m3/day for all bidders as it will be difficult to provide this information without details on the products and quantities to be stored. The cost of storage services will be determined with the successful bidder upon Contract Award

**Table 2.9 – 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 Contracting 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>	<p><b>Canada’s Facilities to Accommodate the Delivery</b></p> <p><i>The Supplier’s employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>	
2.1	Loading Dock/Location	
A	Location	14200 Green Timbers Way Surrey, BC
B	Dock	None
C	Lift	None
D	Door	8’ H x 6’ W Double door
2.2	Freight Elevator	Located immediately inside the East Entrance where the furniture will enter the building.
2.3	Other (specify, if any)	N/A
	<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 2.10 – Bid Evaluation and Financial Limitation of Contract (Canada may complete if not completed by the Bidder)**

No	Description	Total Amount
1	<b>Firm</b> Product Total (Table 2.1) or Annex C Total	\$
2	<b>Firm</b> Delivery Total (Table 2.2) DURING NORMAL HOURS	\$
3	<b>Firm</b> Installation Total (Table 2.3) DURING NORMAL HOURS	\$
4	<b>Optional</b> Product Total (Table 2.4)	\$0.00 (N/A)
5	Delivery Total (Table 2.5) OUTSIDE NORMAL HOURS	\$
6	Installation Total (Table 2.6) OUTSIDE NORMAL HOURS	\$
7	Product Related Services Total (Table 2.7)	\$0.00 (N/A)
8	Optional Storage (Table 2.8)	\$
9	Hardware Total as per article 1.5 of Annex A-1 of SA	\$0.00**
10	<b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7+8+9)</b>	\$
11	<b>Applicable Tax(es):</b>	\$
12	<b>Total Estimated Cost (10+11):</b>	\$

\* At contract award, "Total Evaluated (Bid) Price" becomes "Financial Limitation of Contract" (refer to section 5.1 at Annex E).

\*\* Hardware Total as per article 1.5 of Annex A-1 of SA (if applicable), will be evaluated at **\$0 for all bidders**, as it will be difficult for bidders to provide this information without detailed and accurate floor plans. The cost of hardware will be determined with the successful bidder(s) upon the issuance of each Task Authorization for each delivery phase.

**Table 2.11 – 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:

**Product Category: 3**

Financial Evaluation Table 3.1 – Category 3 – Products (FIRM REQUIREMENT)						
<p>Units of issue and Prices/rates offered must be firm for the entire period of the Contract.</p> <p>Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization (TA) using the unit of issues and firm prices/rates detailed in this Table (refer to TA process at Annex E).</p> <p>For financial evaluation purposes only, Bidders must submit their financial bid based on the quantities specified below. Actual quantities may change at time of TA issuance</p> <p>A financial bid addressing only part of the requirement detailed in this Table will not be considered.</p> <p><b>**Products offered must support the required number of workstations identified in Floor Plans at Annex C</b></p> <p style="text-align: center;">**</p>						
Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product	Qty	Supplier Part Number	Firm unit Price** \$	Extended Total [Qty x Price] \$
1	LLFC3DFDxxx1836xxx	Locking Lateral Filing Cabinets Three (3) fixed front drawers  914mm (36")W x 457mm (18")D	78			
2	LLFC4DFDxxx1836xxx	Locking Lateral Filing Cabinets Four (4) fixed front drawers  914mm (36")W x 457mm (18")D	37			
3	SCSC2DSCxxx24364454	Storage Cabinets Two-Door Storage Cabinet 610mm (24 in) x 914mm (36 in) x From/de 1118mm (44 in) To/à 1372mm (54 in)	5			
**Must not exceed ceiling unit price in SA.				Product Total		\$

### Financial Evaluation Table 3.2 – Delivery (NORMAL BUSINESS HOURS)

Bidders must submit a firm pricing for delivery during normal business hours for the product requirements detailed in Table 3.1 (SA and non-SA products). Pricing offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization (TA) using the unit of issue and firm rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, Bidders must submit their financial bid based on the estimated quantities specified below. Actual quantities may change at time of TA issuance

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

**The ceiling percentage rate will be applicable to all TAs for Table 3.1 Products.**

See table 3.5 for delivery OUTSIDE of NORMAL HOURS

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID				
Product Item # from Table 3.1 and 3.4	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*	Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x Ceiling Percentage rate) \$
1-6	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Normal]	While Phase 1 delivery is required by no later than August 31, 2018, the best delivery that can be offered is _____ (to be specified by Bidder) weeks after receipt of an authorized Task Authorization (TA).	Ceiling Percentage Rate	\$ Product Total for Table 3.1 \$ _____	_____ %	\$
*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]				Delivery Total:				\$

### Financial Evaluation Table 3.3 – Installation (NORMAL BUSINESS HOURS)

Bidders must submit a firm ceiling percentage rate for installation during normal business hours for the product requirements detailed in Table 3.1 (SA and non-SA products). The ceiling percentage rate offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products, and schedule requirements detailed in the Task Authorization (TA) using the firm ceiling percentage rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, the firm ceiling percentage rate offered will be applied to the estimated quantity specified below. Actual quantities may change at time of TA issuance

**The ceiling percentage rate will be applicable to all TAs for Table 3.1 Product installations.**

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

See table 3.6 for installation OUTSIDE of NORMAL HOURS

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID			
Product Item # from Table 3.1 et 3.4	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)*	Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x ceiling percentage rate) \$
1-6	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Normal]	Ceiling Percentage Rate	\$ Product Total for Table 3.1 \$ _____	_____ %	\$
*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, as per SA, Annex A, article 5]			Installation Total:				\$

**Financial Evaluation Table 3.4 – Optional Products (NSA Products)**

Units of issue and Prices/rates offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization using the unit of issues and firm prices/rates detailed in this Table (refer to TA process at Annex E).

For financial evaluation purposes only, Bidders must submit their financial bid based on the quantities specified below. Actual quantities will be confirmed at time of TA issuance. Canada is under no obligation to purchase all or part of the optional requirement stated herein.

A financial bid addressing only part of the requirement detailed in this Table will not be considered;

Non-SA (NSA) products forming part of this requirement not to exceed 30% 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.

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
#	NON-SA Product(s)	Qty	Supplier Part Number	Firm unit Price \$	Extended Total [Qty x Price] \$
4	3-shelf bookcase 914mm (36")W (+/- 1") 457mm (18")D (+/- 1") 990mm (39")H (+/- 1") Metal	24			
5	Bookcase 2006mm (79")H (+/- 1") Metal	22			
6	Laminated top, with finished edge 1828mm (72")W (+/- 1") 457mm (18")D (+/- 1") Color to match cabinet	39			
			Product Total		\$

**Financial Evaluation Table 3.5 – Delivery (OUTSIDE NORMAL BUSINESS HOURS)**

Bidders must submit a firm pricing for delivery during normal business hours for the product requirements detailed in Table 3.1 (SA and non-SA products). Pricing offered must be firm for the entire period of the Contract.

For financial evaluation purposes only, Bidders must submit their financial bid based on the estimated quantities specified below. Actual quantities may change at time of Contract Award.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Task Authorization (TA) using the unit of issue and firm rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, Bidders must submit their financial bid based on the estimated quantities specified below. Actual quantities may change at time of TA issuance

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

**The ceiling delivery percentage rate will be applicable to all TAs for Table 3.1 Products**

See table 3.2 for delivery NORMAL HOURS

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*	Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x Ceiling Percentage rate) \$
1-6	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Outside Normal]	In accordance with supplier's statements in Table 3.2	Ceiling Percentage Rate	\$ Product Total for Table 3.1 \$ _____	_____ %	\$
*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]				Delivery Total:				\$



**Financial Evaluation Table 3.6 – Installation (OUTSIDE NORMAL BUSINESS HOURS)**

Bidders must submit a firm ceiling percentage rate for installation outside normal business hours for the product requirements detailed in Table 3.1 (SA and non-SA products). The ceiling percentage rate offered must be firm for the entire period of the Contract.

Estimated cost of each phase will be finalized based on actual products, and schedule requirements detailed in the Task Authorization (TA) using the firm ceiling percentage rate specified below (refer to TA process at Annex E).

For financial evaluation purposes only, the firm ceiling percentage rate offered will be applied to the estimated quantity specified below. Actual quantities may change at time of TA issuance

**The ceiling percentage rate will be applicable to all TAs for Table 3.1 Product**

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered. See table 3.3 for installation during NORMAL HOURS

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)*	Unit of issue (UI)	Estimated Qty	Ceiling Percentage rate %	Extended Total (Qty x ceiling percentage rate) \$
1-6	14200 Green Timbers Way Surrey, BC	Refer to Tentative Schedule at Annex F	[Outside Normal]	Ceiling Percentage Rate	\$ Product Total for Table 3.1 \$ _____	_____ %	\$
*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, as per SA, Annex A, article 5]				Installation Total:			\$

### Financial Evaluation Table 3.7 – Product Related Services

--NOT APPLICABLE TO THIS RFB--

### Financial Evaluation Table 3.8 – Optional Storage

Bidders are required to submit a firm storage rate per cubic meter (m3) to support unforeseen changes in part or all of the delivery requirements detailed in Table 3.1 (SA and non-SA products).

Prices/rates offered must be firm for the entire period of the Contract.

Contractor must provide storage locally in Surrey (preferred) to support delivery within 48 hours from receipt of a written request from the Contracting Authority.

Estimated cost of each phase will be finalized based on actual products and schedule requirements detailed in the Contract.

For products stored by Contractor at Canada's request, the Contractor will be reimbursed in accordance with the firm rate specified below up to a limitation of expenditure as specified on the approved Task Authorization. Applicable Taxes are extra.

A financial bid based on a different unit of issue and/or estimated quantity than specified below will not be considered.

Storage periods are defined as follows: Week = Seven (7) Days; Month = Thirty (30) Days.

Section A - IU REQUIREMENT		Section B – SUPPLIER'S BID	
Product Item #	Description	Firm rate \$CDN	
1-6	Firm Storage rate for optional storage services in Surrey, BC	<b>Bidders must submit a firm rate</b>  \$_____ / m3 / day	
		<b>** Optional Storage Total 3.8:</b>	\$

\*\* Remark : For financial evaluation purposes only, optional storage costs will be evaluated at 150 m3 x 14 days x \$/m3/day for all bidders as it will be difficult to provide this information without details on the products and quantities to be stored. The cost of storage services will be determined with the successful bidder upon Contract Award

**Table 3.9 – 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 Contracting 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>	<p><b>Canada’s Facilities to Accommodate the Delivery</b></p> <p><i>The Supplier’s employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>	
2.1	Loading Dock/Location	
A	Location	14200 Green Timbers Way Surrey, BC
B	Dock	None
C	Lift	None
D	Door	8’ H x 6’ W Double door
2.2	Freight Elevator	Located immediately inside the East Entrance where the furniture will enter the building.
2.3	Other (specify, if any)	N/A
	<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 3.10 – Bid Evaluation and Financial Limitation of Contract (Canada may complete if not completed by the Bidder)**

No	Description	Total Amount
1	<b>Firm</b> Product Total (Table 3.1) or Annex C Total	\$
2	<b>Firm</b> Delivery Total (Table 3.2) DURING NORMAL HOURS	\$
3	<b>Firm</b> Installation Total (Table 3.3) DURING NORMAL HOURS	\$
4	<b>Optional</b> Product Total (Table 3.4)	\$
5	Delivery Total (Table 3.5) OUTSIDE NORMAL HOURS	\$
6	Installation Total (Table 3.6) OUTSIDE NORMAL HOURS	\$
7	Product Related Services Total (Table 3.7)	\$0.00 (N/A)
8	Optional Storage (Table 3.8)	\$
9	Hardware Total as per article 1.5 of Annex A-1 of SA	\$0.00**
10	<b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7+8+9)</b>	\$
11	<b>Applicable Tax(es):</b>	\$
12	<b>Total Estimated Cost (10+11):</b>	\$

\* At contract award, “Total Evaluated (Bid) Price” becomes “Financial Limitation of Contract” (refer to section 5.1 at Annex E).

\*\* Hardware Total as per article 1.5 of Annex A-1 of SA (if applicable), will be evaluated at **\$0 for all bidders**, as it will be difficult for bidders to provide this information without detailed and accurate floor plans. The cost of hardware will be determined with the successful bidder(s) upon the issuance of each Task Authorization for each delivery phase.

**Table 3.11 – 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:

**ANNEX B  
SECURITY REQUIREMENTS**

**-- THIS ANNEX NOT APPLICABLE TO THIS RFB/CONTRACT --**

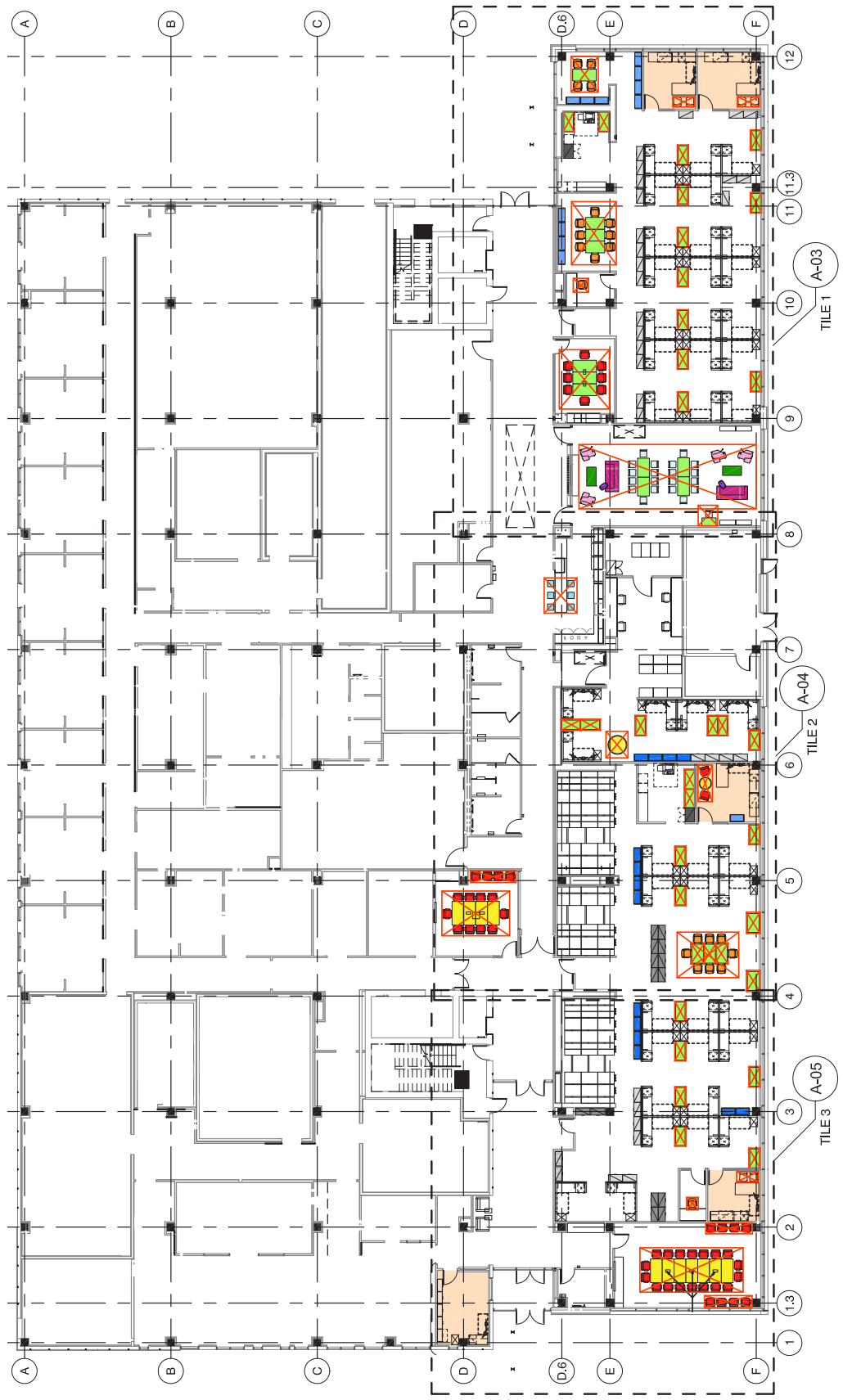
**ANNEX C**  
**FLOOR PLAN(s)**



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Client/Client  
**PUBLIC WORKS AND  
GOVERNMENT SERVICES  
CANADA**

Project title/titre du projet  
**FURNITURE PACKAGE  
GTAP BUILDING D  
14230 GREEN TIMBERS WAY SURREY, BC**

Drawing title/titre du dessin  
**LEVEL 1 FURNITURE LAYOUT PLAN  
KEYPLAN  
1:250**

Consultant Signature & Date Only  
Designed by/Concepté par  
Drawn by/Dessiné par

Project No./No. du  
projet  
Project Manager/Administrateur  
de Projets  
Date/Date

Sheet/Feuille  
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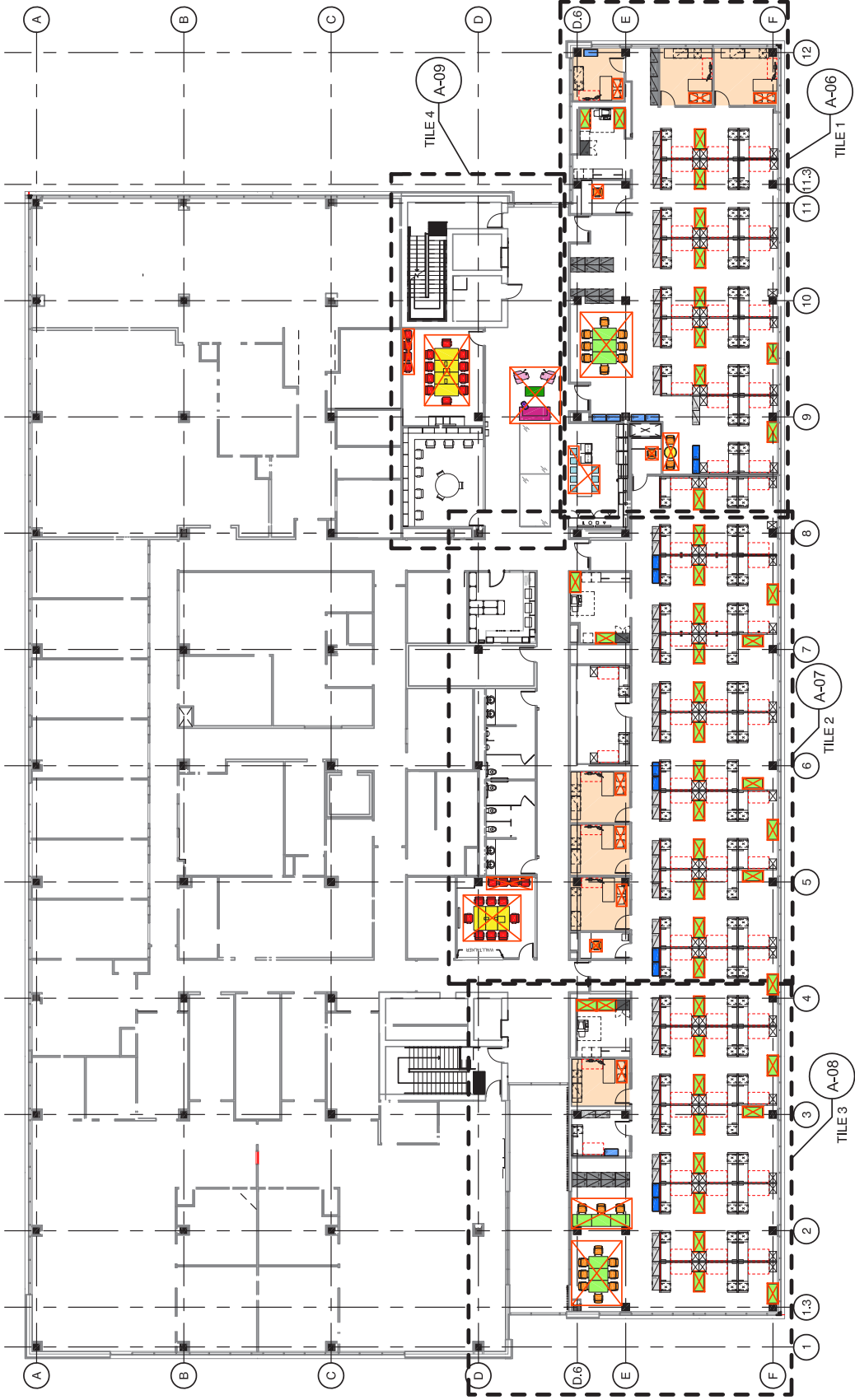
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Client/client <b>PUBLIC WORKS AND GOVERNMENT SERVICES CANADA</b>	Project title/titre du projet <b>FURNITURE PACKAGE GTAP BUILDING D 14230 GREEN TIMBERS WAY SURREY, BC</b>	Drawing title/titre du dessin <b>LEVEL 2 FURNITURE LAYOUT PLAN KEYPLAN 1230</b>	Consultant Signature & Date Only		Project No./No. du projet <b>80797</b>	Revision/ Révision <b>0</b>
			Designed by/Concepté par <b>VC</b>			
			Drawn by/Dessiné par <b>AA</b>			
			Date/Date <b>2018-01-05</b>			
			Project Manager/Administrateur de Projets /Projet <b>JANICE LILLEY</b>			
				Sheet/Feuille <b>A-02</b> OF <b>0</b>		
				Author/Concepteur <b>PREETIPAL PAUL</b>		

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LEGEND - FURNITURE TYPE

- S1 - CONFERENCE CHAIR
- S2 - TEAMING CHAIR
- SS1 - LOUNGE CHAIR W/ TABLET ARM
- SS2 - 3-PERSONS SOFA
- SS3 - KITCHENETTE STOOLS
- SS4 - LUNCH ROOM CHAIR
- ST1 - MEETING TABLES
- ST2 - TEAMING TABLES
- ST3 - COFFEE TABLES
- ST4 - C-SHAPED SIDE TABLE
- B1 - 3-SHELF BOOKCASE (9'4x457)
- B2 - HIGH BOOKCASE (9'4x457)
- F1 - 3-DRAWER FILE (9'4x457)
- F2 - 4-DRAWER FILE (9'4x457)
- F3 - 4-SHELF METAL CABINET
- 5-DRAWER FILE - EXISTING
- PRIVATE OFFICE FURNISHING
- WORKSTATION # - TYPE (REFER DWG A-10)
- RC RECYCLING BIN (NIC)
- SH SHREDDER (NIC)
- FURNITURE NOT IN CONTRACT (NIC)



Client/client <b>PUBLIC WORKS AND GOVERNMENT SERVICES CANADA</b>	Project title/Titre du projet <b>FURNITURE PACKAGE GTAP BUILDING D 14230 GREEN TIMBERS WAY SURREY, BC</b>	Drawing title/Titre du dessin <b>LEVEL 1 FURNITURE LAYOUT PLAN TILE 1 1:100</b>	Consultant Signature & Date Only Project Manager/Administrateur de Projets TPSC <b>JANICE LILLEY</b>		Project No./No. du projet <b>80797</b>
			Designed by/Concepté par <b>VC</b>		
			Drawn by/Dessiné par <b>AA</b>		
			Date/Date <b>2018-01-05</b>		
		Sheet/Feuille <b>A-03</b>		<b>0</b>	





LEGEND - FURNITURE TYPE

- S1 - CONFERENCE CHAIR
- S2 - TEAMING CHAIR
- SS1 - LOUNGE CHAIR W/ TABLET ARM
- SS2 - 3-PERSONS SOFA
- SS3 - KITCHENETTE STOOLS
- SS4 - LUNCH ROOM CHAIR
- ST1 - MEETING TABLES
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- 5-DRAWER FILE - EXISTING
- PRIVATE OFFICE FURNISHING
- WORKSTATION # - TYPE (REFER DWG A-10)
- RC RECYCLING BIN (NIC)
- SH SHREDDER (NIC)
- FURNITURE NOT IN CONTRACT (NIC)



Client/client <b>PUBLIC WORKS AND GOVERNMENT SERVICES CANADA</b>	Project title/Titre du projet <b>FURNITURE PACKAGE GTAP BUILDING D 14230 GREEN TIMBERS WAY SURREY, BC</b>	Drawing title/Titre du dessin <b>LEVEL 1 FURNITURE LAYOUT PLAN TILE 2 1:100</b>	Consultant Signature & Date Only Project Manager/Administrateur de Projets TPSCC <b>JANICE LILLEY</b>		Project No./No. du projet <b>80797</b>
			Designed by/Concept par VC		
			Drawn by/Dessiné par AA		
			Date/Date 2018-02-06		
				Sheet/Feuille <b>A-04</b> OF <b>0</b>	



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LEGEND - FURNITURE TYPE

- S1 - CONFERENCE CHAIR
- S2 - TEAMING CHAIR
- SS1 - LOUNGE CHAIR W/ TABLE ARM
- SS2 - 3-PERSONS SOFA
- SS3 - KITCHENETTE STOOLS
- SS4 - LUNCH ROOM CHAIR
- ST1 - MEETING TABLES
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- PRIVATE OFFICE FURNISHING
- WORKSTATION # - TYPE (REFER DWG A-10)
- RC RECYCLING BIN (NIC)
- SH SHREDDER (NIC)
- FURNITURE NOT IN CONTRACT (NIC)

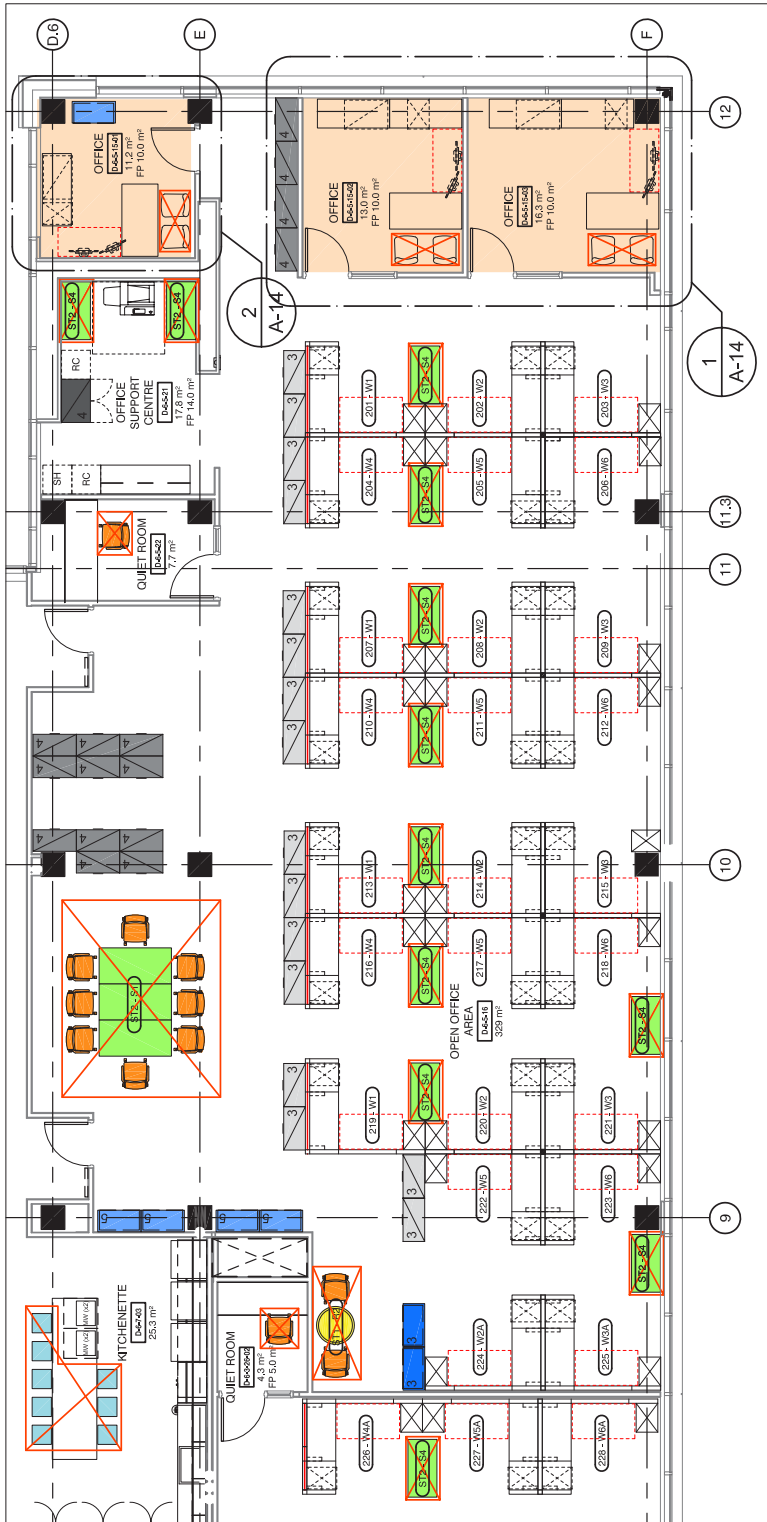


Client/client <b>PUBLIC WORKS AND GOVERNMENT SERVICES CANADA</b>	Project title/titre du projet <b>FURNITURE PACKAGE GTAP BUILDING D 14230 GREEN TIMBERS WAY SURREY, BC</b>	Drawing title/titre du dessin <b>LEVEL 1 FURNITURE LAYOUT PLAN TILE 3 1:100</b>	Consultant Signature & Date Only •			Project No./No. du projet <b>80797</b>
			Designed by/Concept par VC			
			Designed by/Concept par Conceptual and preliminary design <b>PREETIPAL PAUL</b>			
			Drawn by/Dessiné par AA			
			Date/Date <b>2018-01-05</b>			<b>A-05</b> <b>OF</b>
						<b>0</b> <b>Relationship Revision</b>



LEGEND - FURNITURE TYPE

- S1 - CONFERENCE CHAIR
- S2 - TEAMING CHAIR
- SS1 - LOUNGE CHAIR W/ TABLET ARM
- SS2 - 2-P SOFA
- SS3 - KITCHENETTE STOOLS
- SS4 - LUNCH ROOM CHAIR
- ST1 - MEETING TABLES
- ST2 - TEAMING TABLES
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- F2 - 4-DRAWER FILE (9'4x457)
- F3 - 4-SHELF METAL CABINET
- 5-DRAWER FILE - EXISTING
- PRIVATE OFFICE FURNISHING
- 201 - WT WORKSTATION # - TYPE (REFER DWG A-10)
- RC RECYCLING BIN (NIC)
- SH SHREDDER (NIC)
- FURNITURE NOT IN CONTRACT (NIC)



Client/client <b>PUBLIC WORKS AND GOVERNMENT SERVICES CANADA</b>	Project title/Titre du projet <b>FURNITURE PACKAGE GTAP BUILDING D 14230 GREEN TIMBERS WAY SURREY, BC</b>	Drawing title/Titre du dessin <b>LEVEL 2 FURNITURE LAYOUT PLAN TITLE 1 1:100</b>	Consultant Signature & Date Only Project Manager/Administrateur de Projets: <b>JANICE LILLEY</b>		Project No./No. du projet: <b>80797</b>	
			Designed by/Conçu par VC			Sheet/Feuille <b>A-06</b> OF
			Drawn by/Dessiné par AA			
			Date/Date <b>2018-01-05</b>			

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- 5-DRAWER FILE - EXISTING
- PRIVATE OFFICE FURNISHING
- WORKSTATION # - TYPE (REFER DWG A-10)
- RC RECYCLING BIN (NIC)
- SH SHREDDER (NIC)
- FURNITURE NOT IN CONTRACT (NIC)



Client/Client: PUBLIC WORKS AND GOVERNMENT SERVICES CANADA

FURNITURE PACKAGE  
GTAP BUILDING D  
14230 GREEN TIMBERS WAY SURREY, BC

Drawing title/titre du dessin

LEVEL 2 FURNITURE LAYOUT PLAN  
TILE 2  
1:100

Consultant Signature & Date Only

Designed by/Conçu par: VC  
Drawn by/Dessiné par: AA

Project Manager/Administrateur de Projets: JANCIE LILLEY

Drawn by/Dessiné par: PREETIPAL PAUL  
Date/Date: 2018-01-05

Project No./No. du projet: 80797

Sheet/Feuille: A-07 OF 0



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LEGEND - FURNITURE TYPE

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- SS4 - LUNCH ROOM CHAIR
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- F3 - 4-SHELF METAL CABINET
- 5-DRAWER FILE - EXISTING
- PRIVATE OFFICE FURNISHING
- WORKSTATION # - TYPE (REFER DWG A-10)
- RC RECYCLING BIN (NIC)
- SH SHREDDER (NIC)
- FURNITURE NOT IN CONTRACT (NIC)



Client/Client  
**PUBLIC WORKS AND  
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CANADA**

Project title/Titre du projet  
**FURNITURE PACKAGE  
GTAP BUILDING D  
14230 GREEN TIMBERS WAY SURREY, BC**

Drawing title/Titre du dessin  
**LEVEL 2 FURNITURE LAYOUT PLAN  
TILE 3  
1:100**

Consultant Signature & Date Only  
Designed by/Concepté par  
Drawn by/Dessiné par

Project Manager/Administrateur  
de Projets /Projet  
JANICE LILLEY  
PREEIT/PAUL PAUL

Project No./No. du  
projet  
80797  
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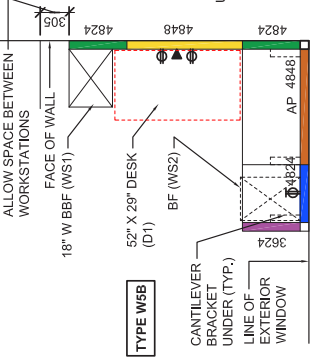


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PANEL MATRIX LEGEND



LEGEND

- UNDER COUNTER DUPLEX RECEPTACLE
- UNDER COUNTER DATA RECEPTACLE
- ABOVE COUNTER DUPLEX RECEPTACLE
- PAC POLE
- GLASS TOPPER, 13mm THK, 305mm H
- ACCESSORY PANEL
- HEIGHT-ADJUSTABLE DESK (SEPARATE CATEGORY)

NOTES:

- ALL WORKSTATIONS IN D-6-7-11-01 REQUIRE 2x3D IE & DROPS PLUS 1 FIBRE.
- ALL WORKSTATIONS TO INCLUDE 1 COAT HOOK AT END OF WORKSTATION.
- \*WHERE WORKSTATIONS ARE NOT CONJOINING, USE SEPARATE 24\"/>

TYPICAL WORKSTATION TYPES & LAYOUT - TYPES W1B, W4B & W5B



TYPICAL WORKSTATION TYPES & LAYOUT - TYPES W1A-W6A



TYPICAL WORKSTATION TYPES & LAYOUT - TYPES W1-W6



Client/Client	Project title/Titre du projet	Consultant Signature & Date Only	Project No./No. du projet
PUBLIC WORKS AND GOVERNMENT SERVICES CANADA	FURNITURE PACKAGE GTAP BUILDING D 14230 GREEN TIMBERS WAY SURREY, BC	WGS5 Project Manager/Administrateur de Projets (Date) JANICE LILLEY Continued on next sheet (continued on the next sheet)	80797
		Designed by/Conçu par VC	Sheet/Feuille A-10
		Drawn by/Dessiné par AA	0
		Date/Date 2018-04-09	OF







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Canada

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Services gouvernementaux  
Canada

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**Type G** Base Height

lower element 1 Fabric	lower element 2 Fabric
Base	Base

Side 1 Side 2

**Type H** Worksurface Privacy Height Add On

upper element 1 Cut-out(s) for Power & Data Fabric (Accent 1)	upper element 2 Fabric
lower element 1 Fabric	lower element 2 Fabric
Raceway	Raceway

Side 1

**Type J** Worksurface Privacy Height Add On

upper element 1 Cut-out(s) for Power & Data Fabric (Accent 1)	upper element 2 Cut-out(s) for Power & Data Fabric (Accent 1)
lower element 1 Fabric	lower element 2 Fabric
Raceway	Raceway

Side 1

Side 2

**Type B** Worksurface Privacy Height Add On

upper element 1 Accessory Panel	upper element 2 Accessory Panel
lower element 1 Fabric	lower element 2 Fabric
Raceway	Raceway

Side 1

**Type E** Worksurface Privacy Height Add On

upper element 1 Fabric (Accent 1)	upper element 2 Fabric (Accent 1)
lower element 1 Fabric	lower element 2 Fabric
Raceway	Raceway

Side 1

**Type F** Worksurface Privacy Height Add On

upper element 1 Fabric (Accent 1)	upper element 2 Fabric (Accent 1)
lower element 1 Fabric	lower element 2 Fabric
Base	Base

Side 1

Side 2

**Type A** Worksurface Privacy Height Add On

upper element 1 Fabric (Accent 2)	upper element 2 Fabric
lower element 1 Cut-out(s) for Power & Data, Fabric (Accent 2)	lower element 2 Fabric
Raceway	Raceway

Side 1

**Type B** Worksurface Privacy Height Add On

upper element 1 Accessory Panel	upper element 2 Fabric
lower element 1 Fabric	lower element 2 Fabric
Raceway	Raceway

Side 1

**Type C** Worksurface Privacy Height Add On

upper element 1 Fabric (Accent 2)	upper element 2 Fabric (Accent 2)
lower element 1 Cut-out(s) for Power & Data, Fabric (Accent 2)	lower element 2 Cut-out(s) for Power & Data, Fabric (Accent 2)
Raceway	Raceway

Side 1

Side 2

**PANEL FABRIC NOTES:**

1. ALL FABRICS TO BE HIGH PERFORMANCE GRADE TEXTILES.
2. ALLOW FOR 1 FIELD COLOR, 2 ACCENT COLORS FABRIC. SEE PANEL MATRIX FOR LOCATION OF ACCENT COLORS FABRIC.

Client/Client

**PUBLIC WORKS AND  
GOVERNMENT SERVICES  
CANADA**

Project title/Titre du projet

**FURNITURE PACKAGE  
GTAP BUILDING D  
14230 GREEN TIMBERS WAY SURREY, BC**

Drawing title/Titre du dessin

**WORKSTATION  
PANEL MATRIX**

Consultant Signature & Date Only

Designed by/Conçu par

VC

Project No./No. du projet

80797

Sheet/Feuille

PREETIPAL PAUL

Date/Date

2018-04-09

0

A-11

OF



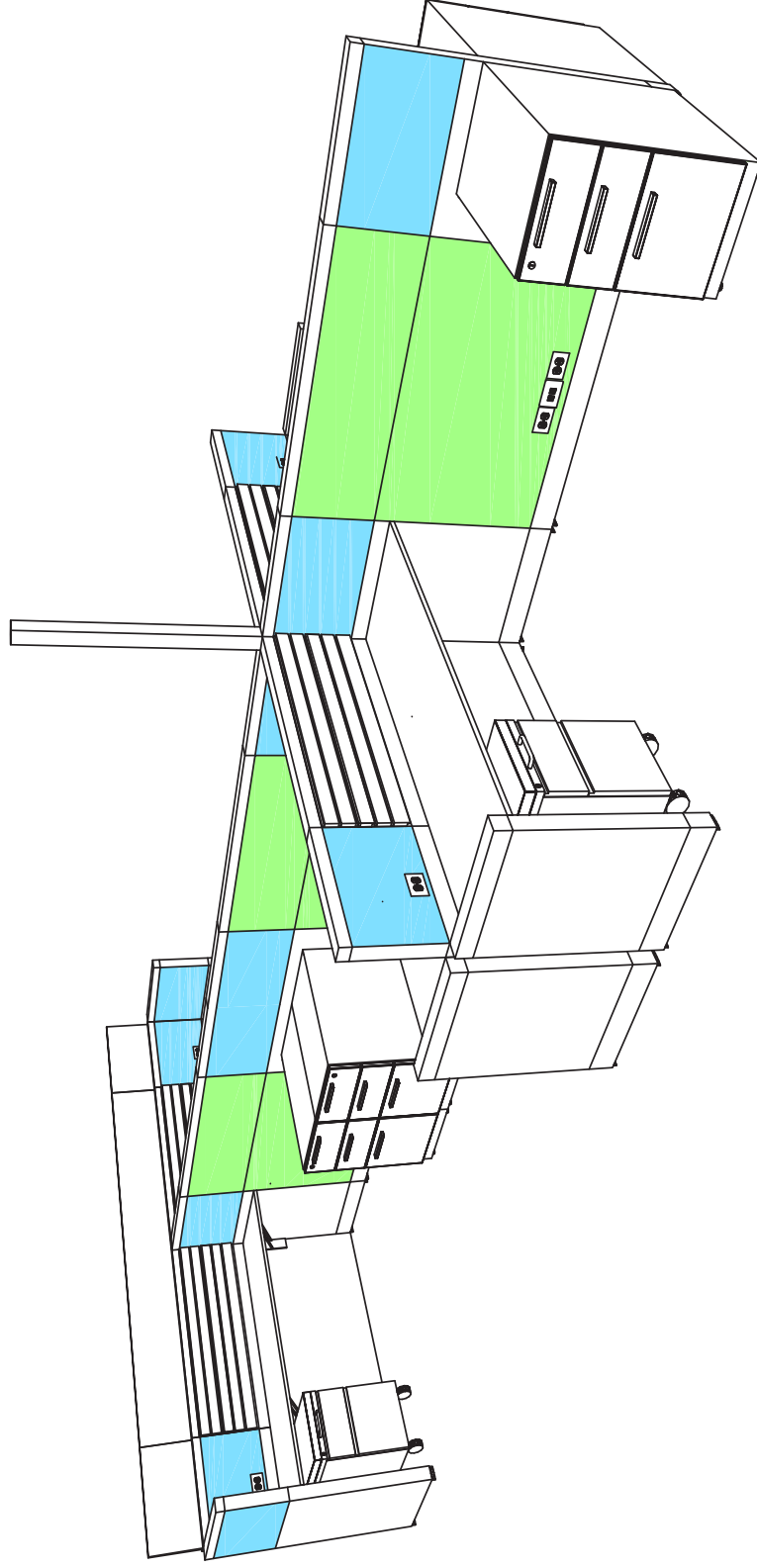




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**ACCENT PANEL FABRIC LEGEND:**

- PANEL FABRIC ACCENT 1
- PANEL FABRIC ACCENT 2

Client/client <b>PUBLIC WORKS AND GOVERNMENT SERVICES CANADA</b>	Project title/titre du projet <b>FURNITURE PACKAGE GTAP BUILDING D 14230 GREEN TIMBERS WAY SURREY, BC</b>	Drawing title/titre du dessin <b>TYPICAL WORKSTATION - TYPES W1 TO W6 3D VIEW</b>	Consultant Signature & Date Only		PWSSC Project Manager/Administrateur de Projets /Projet <b>JANICE LILLEY</b>  Section Head/ Chef de section et de sous-section <b>PREETIPAL PAUL</b>	Project No./No. du projet <b>80797</b>	Revisions/ Révisions <b>0</b>		
			Designed by/Concepté par VC						
			Drawn by/Dessiné par AA					Date/Date <b>2018-01-05</b>	<b>A-12</b>  OF

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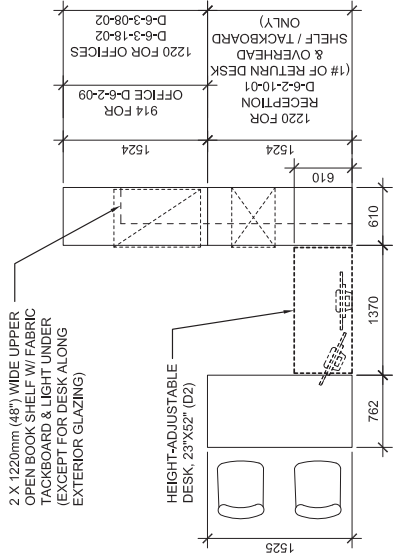




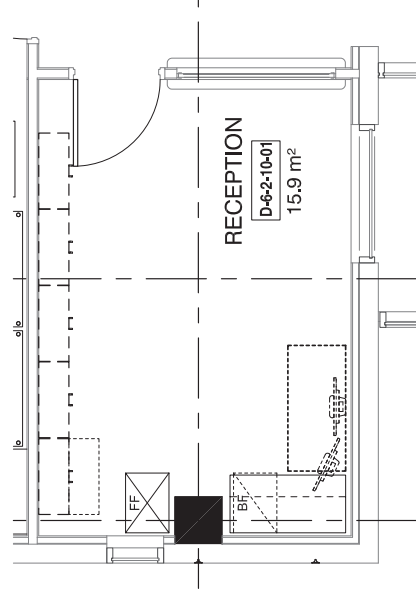
Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

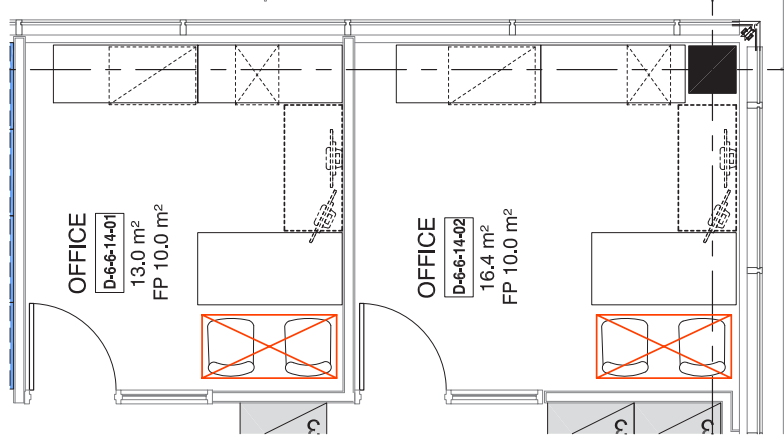
REAL PROPERTY SERVICES / SERVICES IMMOBILIERS  
Pacific Region / Région de Pacifique



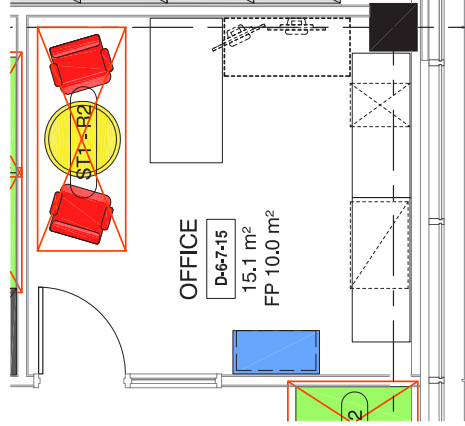
5 TYPICAL PRIVATE OFFICE  
FREE-STANDING DESK SYSTEM  
A-13 / 1:30



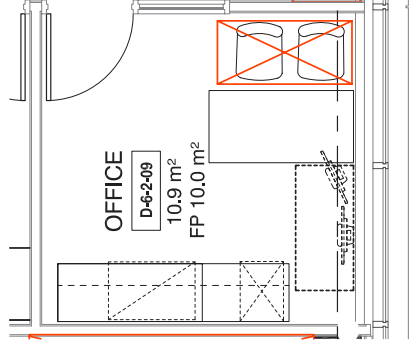
4 PRIVATE OFFICE LAYOUT  
A-13 / 1:30



1 PRIVATE OFFICE LAYOUT  
A-13 / 1:30



2 PRIVATE OFFICE LAYOUT  
A-13 / 1:30



3 PRIVATE OFFICE LAYOUT  
A-13 / 1:30

LEGEND

FURNITURE NOT IN CONTRACT (NIC)



Client/Client <b>PUBLIC WORKS AND GOVERNMENT SERVICES CANADA</b>	Project title/Titre du projet <b>FURNITURE PACKAGE GTAP BUILDING D 14230 GREEN TIMBERS WAY SURREY, BC</b>	Drawing title/Titre du dessin <b>LEVEL 1 PRIVATE OFFICES FURNITURE LAYOUT PLAN 1:50</b>	Consultant Signature & Date Only			Project No./No. du projet <b>80797</b>
			Designed by/Concepté par <b>VC</b>			
			Drawn by/Dessiné par <b>AA</b>			
			Consolidant Signature/Architecte <b>JANICE LILLEY</b>			Sheet/Feuille <b>A-13</b>  OF
			Professional stamp and seal of the architect <b>PRIETIPAL PAUL</b>			
			Date/Date <b>2018-01-05</b>			

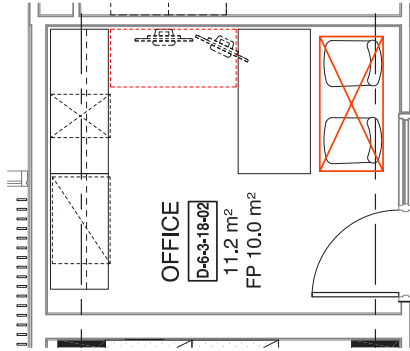




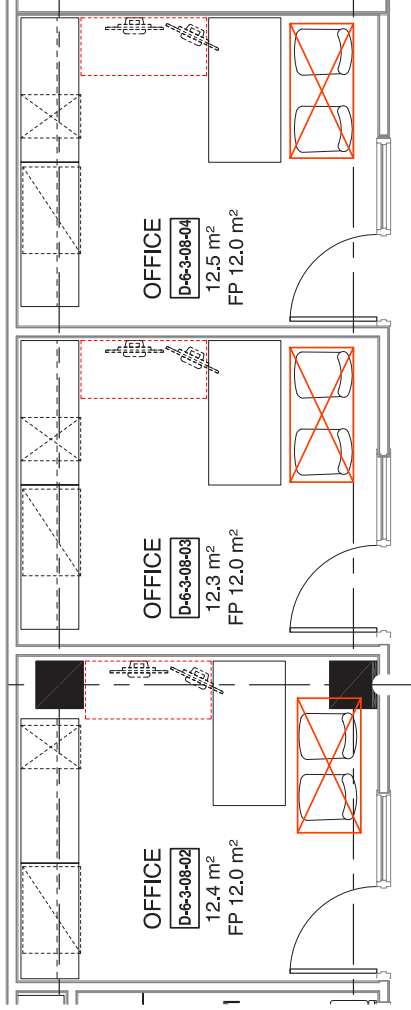
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Canada

Travaux publics et  
Services gouvernementaux  
Canada

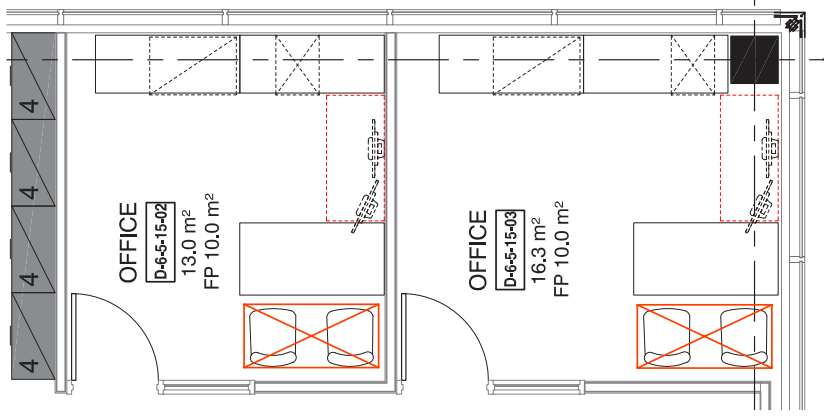
REAL PROPERTY SERVICES / SERVICES IMMOBILIERS  
Pacific Region / Région de Pacifique



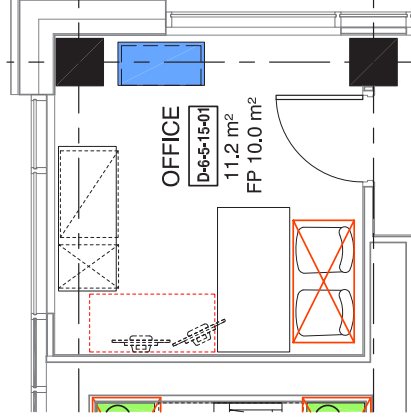
4. PRIVATE OFFICE LAYOUT  
A-14 1:50



3. PRIVATE OFFICE LAYOUT  
A-14 1:50



1. PRIVATE OFFICE LAYOUT  
A-14 1:50



2. PRIVATE OFFICE LAYOUT  
A-14 1:50

LEGEND



FURNITURE NOT IN CONTRACT (NIC)

Client/Client <b>PUBLIC WORKS AND GOVERNMENT SERVICES CANADA</b>	Project title/Titre du projet <b>FURNITURE PACKAGE GTAP BUILDING D 14230 GREEN TIMBERS WAY SURREY, BC</b>	Drawing title/Titre du dessin <b>LEVEL 2 PRIVATE OFFICES FURNITURE LAYOUT PLAN 1:50</b>	Consultant Signature & Date Only		Project No./No. du projet <b>80797</b>
			Project Manager/Administrateur de Projets /Projet <b>JANICE LILLEY</b>		
			Designed by/Concept par <b>VC</b>		
			Drawn by/Dessiné par <b>AA</b>		
			Date/Date <b>2018-01-05</b>		Sheet/Feuille <b>A-14</b> <b>0</b>

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## ANNEX D

### Non Supply Arrangement (NSA) Products

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

#### 1. Specifications

*The NSA Products for this requirement must be tested and meet the performance Testing Requirements found at Annex A-1 and A-2 of the Supply Arrangement.*

#### 2. Product and Pricing

*As per individual Category Tables in Annex A.*

#### 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 in this Annex, as applicable.

---

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 this Annex, as applicable. 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 E

### TASK AUTHORIZATION PROCESS AND TASK AUTHORIZATION FORM PWGSC-TPSGC 572

#### 1. Task Authorization

All Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

#### 2. Task Authorization Process

1. The Project Authority will provide the Contractor with a description of the task using the "Task Authorization" form specified in Annex E.
2. At a minimum, TA will include:
  - A detailed list of product required
  - A detailed floor plan
  - An updated delivery/installation schedule
  - Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications (table 6.9 of Annex A)

The TA will also include the applicable basis (bases) and methods of payment as specified in the Contract.

3. The Contractor must provide the Project Authority, within 7 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract at Annex A.
4. The Contractor must not commence work until a TA authorized by the Project Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

#### 3. Task Authorization Limit

The Project Authority may authorize individual task authorizations up to a limit of \$\_\_\_\_\_ (*amount inserted at time of Contract award*), Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

#### 4. Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and

"Minimum Contract Value" means:

Category 1: \$5,000.00 including Applicable Taxes.

Category 2: \$5,000.00 including Applicable Taxes.

Category 3: \$5,000.00 including Applicable Taxes.

2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period

to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.

3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

## **5. Limitation of Expenditure - Cumulative Total of all Task Authorizations**

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ \_\_\_\_\_ (*amount will be inserted at time of Contract award*). Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - a. when it is 75 percent committed, or
  - b. four (4) months before the contract expiry date, or
  - c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

## **6. Basis of Payment**

**One of the following types of basis of payment will form part of the approved Task Authorization (TA).**

**All approved task authorizations will have their own Basis of Payment. The task price must be determined in accordance with the Basis of Payment at Annex A in each resulting Task Authorization.**

### **(a) Firm Unit Price(s) or Firm Lot Price(s) - TA**

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid firm unit price(s) or firm lot price(s) in accordance with the Basis of payment in Annex A and with the authorized TA. Customs duties are included and Applicable Taxes are extra.

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

### **(b) Ceiling Price TA**

The Contractor will be reimbursed its costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex A, to the ceiling price specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

The ceiling price is subject to downward adjustment so as not to exceed the actual costs reasonably incurred in the performance of the Work and computed in accordance with the Basis of Payment.

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

### **(c) TA subject to a Limitation of Expenditure**

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with the Basis of Payment in Annex A, to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

## **7. Periodic Usage Reports - Contracts with Task Authorizations**

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data upon request from the Contracting Authority in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted to the Contracting Authority no later than 15 calendar days after receipt of a written request.

### **Reporting Requirement- Details**

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain

#### **For each authorized task:**

1. the authorized task number or task revision number(s);
2. a title or a brief description of each authorized task;
3. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
4. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
5. the start and completion date for each authorized task; and
6. the active status of each authorized task, as applicable.

#### **For all authorized tasks:**

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

## **8. Period of the Contract**

**Period of the Contract:** From date of contract award to December 31, 2019 included.

The Contracting Authority or Authorized Client may issue Task Authorizations between date of contract award up to midnight December 31, 2019. Contractual obligations and deliverable completion dates under Task Authorizations may extend beyond December 31, 2019 and will end once the final Task has been fully completed and all outstanding obligations performed, such as payments (including interests), warranty obligations as well as audit rights.



## Task Authorization Autorisation de tâche

Instruction for completing the form PWGSC - TPSGC 572 - Task Authorization (Use form DND 626 for contracts for the Department of National Defence)	Instruction pour compléter le formulaire PWGSC - TPSGC 572 - Autorisation de tâche (Utiliser le formulaire DND 626 pour les contrats pour le ministère de la Défense)
<b>Contract Number</b> Enter the PWGSC contract number.	<b>Numéro du contrat</b> Inscrire le numéro du contrat de TPSGC.
<b>Contractor's Name and Address</b> Enter the applicable information	<b>Nom et adresse de l'entrepreneur</b> Inscrire les informations pertinentes
<b>Security Requirements</b> Enter the applicable requirements	<b>Exigences relatives à la sécurité</b> Inscrire les exigences pertinentes
<b>Total estimated cost of Task (Applicable taxes extra)</b> Enter the amount	<b>Coût total estimatif de la tâche (Taxes applicables en sus)</b> Inscrire le montant
For revision only	Aux fins de révision seulement
<b>TA Revision Number</b> Enter the revision number to the task, if applicable.	<b>Numéro de la révision de l'AT</b> Inscrire le numéro de révision de la tâche, s'il y a lieu.
<b>Total Estimated Cost of Task (Applicable taxes extra) before the revision</b> Enter the amount of the task indicated in the authorized TA or, if the task was previously revised, in the last TA revision.	<b>Coût total estimatif de la tâche (Taxes applicables en sus) avant la révision</b> Inscrire le montant de la tâche indiquée dans l'AT autorisée ou, si la tâche a été révisée précédemment, dans la dernière révision de l'AT.
<b>Increase or Decrease (Applicable taxes extra), as applicable</b> As applicable, enter the amount of the increase or decrease to the Total Estimated Cost of Task (Applicable taxes extra) before the revision.	<b>Augmentation ou réduction (Taxes applicables en sus), s'il y a lieu</b> S'il y a lieu, inscrire le montant de l'augmentation ou de la réduction du Coût total estimatif de la tâche (Taxes applicables en sus) avant la révision.

**1. Required Work: Complete sections A, B, C, and D, as required.**

**A. Task Description of the Work required:**

Complete the following paragraphs, if applicable.  
Paragraph (a) applies only if there is a revision to an authorized task.

(a) Reason for revision of TA, if applicable:  
Include the reason for the revision; i.e. revised activities; delivery/completion dates; revised costs. Revisions to TAs must be in accordance with the conditions of the contract. See Supply Manual 3.35.1.50 or paragraph 6 of the Guide to Preparing and Administering Task Authorizations.

(b) Details of the activities to be performed (include as an attachment, if applicable)

(c) Description of the deliverables to be submitted (include as an attachment, if applicable).

(d) Completion dates for the major activities and/or submission dates for the deliverables (include as an attachment, if applicable).

**1. Travaux requis : Remplir les sections A, B, C et D, au besoin.**

**A. Description de tâche des travaux requis :**

Remplir les alinéas suivants, s'il y a lieu : L'alinéa (a) s'applique seulement s'il y a révision à une tâche autorisée.

(a) Motif de la révision de l'AT, s'il y a lieu : Inclure le motif de la révision c.-à.-d., les activités révisées, les dates de livraison ou d'achèvement, les coûts révisés. Les révisions apportées aux AT doivent respecter les conditions du contrat. Voir l'article 3.35.1.50 du Guide des approvisionnements ou l'alinéa 6 du Guide sur la préparation et l'administration des autorisations de tâches.

(b) Détails des activités à exécuter (joindre comme annexe, s'il y a lieu).

(c) Description des produits à livrer (joindre comme annexe, s'il y a lieu).

(d) Les dates d'achèvement des activités principales et (ou) les dates de livraison des produits (joindre comme annexe, s'il y a lieu).



---

**B. Basis of Payment:**

Insert the basis of payment or bases of payment that form part of the contract that are applicable to the task description of the work; e.g. firm lot price, limitation of expenditure, firm unit price

**C. Cost of Task:**

**Insert Option 1 or 2:**

**Option 1:**

Total estimated cost of Task (Applicable taxes extra): Insert the applicable cost elements for the task determined in accordance with the contract basis of payment; e.g. Labour categories and rates, level of effort, Travel and living expenses, and other direct costs.

**Option 2:**

Total cost of Task (Applicable taxes extra): Insert the firm unit price in accordance with the contract basis of payment and the total estimated cost of the task.

**D. Method of Payment**

Insert the method(s) of payment determined in accordance with the contract that are applicable to the task; i.e. single payment, multiple payments, progress payments or milestone payments. For milestone payments, include a schedule of milestones.

**B. Base de paiement :**

Insérer la base ou les bases de paiement qui font partie du contrat qui sont applicables à la description du travail à exécuter : p. ex., prix de lot ferme, limitation des dépenses et prix unitaire ferme.

**C. Coût de la tâche :**

**Insérer l'option 1 ou 2**

**Option 1 :**

Coût total estimatif de la tâche (Taxes applicables en sus) Insérer les éléments applicables du coût de la tâche établies conformément à la base de paiement du contrat. p. ex., les catégories de main d'œuvre, le niveau d'effort, les frais de déplacement et de séjour et autres coûts directs.

**Option 2 :**

Coût total de la tâche (Taxes applicables en sus) : Insérer le prix unitaire ferme conformément à la base de paiement du contrat et le coût estimatif de la tâche.

**D. Méthode de paiement**

Insérer la ou les méthode(s) de paiement établit conformément au contrat et qui sont applicable(s) à la tâche; c.-à.-d., paiement unique, paiements multiples, paiements progressifs ou paiements d'étape. Pour ces derniers, joindre un calendrier des étapes.

---

**2. Authorization(s):**

The client and/or PWGSC must authorize the task by signing the Task Authorization in accordance with the conditions of the contract. The applicable signatures and the date of the signatures is subject to the TA limits set in the contract. When the estimate of cost exceeds the client Task Authorization's limits, the task must be referred to PWGSC.

**3. Contractor's Signature**

The individual authorized to sign on behalf of the Contractor must sign and date the TA authorized by the client and/or PWGSC and provide the signed original and a copy as detailed in the contract.

**2. Autorisation(s) :**

Le client et (ou) TPSGC doivent autoriser la tâche en signant l'autorisation de tâche conformément aux conditions du contrat. Les signatures et la date des signatures appropriées sont assujetties aux limites d'autorisation de tâche établies dans le contrat. Lorsque l'estimation du coût dépasse les limites d'autorisation de tâches du client, la tâche doit être renvoyée à TPSGC.

**3. Signature de l'entrepreneur**

La personne autorisée à signer au nom de l'entrepreneur doit signer et dater l'AT, autorisée par le client et (ou) TPSGC et soumettre l'original signé de l'autorisation et une copie tel que décrit au contrat.

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Public Works and Government Services Canada  
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Annex  
Annexe \_\_\_\_\_

## Task Authorization Autorisation de tâche

Contract Number - Numéro du contrat

Contractor's Name and Address - Nom et l'adresse de l'entrepreneur	Task Authorization (TA) No. - N° de l'autorisation de tâche (AT)
	Title of the task, if applicable - Titre de la tâche, s'il y a lieu
	Total Estimated Cost of Task (Applicable taxes extra) Coût total estimatif de la tâche (Taxes applicables en sus) \$
Security Requirements: This task includes security requirements Exigences relatives à la sécurité : Cette tâche comprend des exigences relatives à la sécurité <input type="checkbox"/> No - Non <input type="checkbox"/> Yes - Oui    If YES, refer to the Security Requirements Checklist (SRCL) included in the Contract Si OUI, voir la Liste de vérification des exigences relative à la sécurité (LVERS) dans le contrat ▶	

### For Revision only - Aux fins de révision seulement

TA Revision Number, if applicable Numéro de révision de l'AT, s'il y a lieu	Total Estimated Cost of Task (Applicable taxes extra) before the revision Coût total estimatif de la tâche (Taxes applicables en sus) avant la révision \$	Increase or Decrease (Applicable taxes extra), as applicable Augmentation ou réduction (Taxes applicables en sus), s'il y a lieu \$
--	--	---

Start of the Work for a TA : Work cannot commence until a TA has been authorized in accordance with the conditions of the contract.

Début des travaux pour l'AT : Les travaux ne peuvent pas commencer avant que l'AT soit autorisée conformément au contrat.

### 1. Required Work: - Travaux requis :

A. Task Description of the Work required - Description de tâche des travaux requis	See Attached - Ci-joint <input type="checkbox"/>
B. Basis of Payment - Base de paiement	See Attached - Ci-joint <input type="checkbox"/>
C. Cost of Task - Coût de la tâche	See Attached - Ci-joint <input type="checkbox"/>
D. Method of Payment - Méthode de paiement	See Attached - Ci-joint <input type="checkbox"/>

Annex  
Annexe \_\_\_\_\_

Contract Number - Numéro du contrat

## 2. Authorization(s) - Autorisation(s)

By signing this TA, the authorized client and (or) the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the contract.

The client's authorization limit is identified in the contract. When the value of a TA and its revisions is in excess of this limit, the TA must be forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et (ou) l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT respecte les conditions du contrat.

La limite d'autorisation du client est précisée dans le contrat. Lorsque la valeur de l'AT et ses révisions dépasse cette limite, l'AT doit être transmise à l'autorité contractante de TPSGC pour autorisation.

\_\_\_\_\_  
Name and title of authorized client - Nom et titre du client autorisé à signer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
PWGSC Contracting Authority - Autorité contractante de TPSGC

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## 3. Contractor's Signature - Signature de l'entrepreneur

\_\_\_\_\_  
Name and title of individual authorized - to sign for the Contractor  
Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## ANNEX F TENTATIVE SCHEDULE

	Phase 1 - Level 1			Phase 2 - Level 2		
	Qty	Delivery	Completion Date of Installation	Qty	Delivery	Completion Date of Installation
W1	6	31-Aug-18	25 days after delivery	14	26-Oct-18	25 days after delivery
W1A	2	31-Aug-18	25 days after delivery		26-Oct-18	25 days after delivery
W1B	1	31-Aug-18	25 days after delivery	2	26-Oct-18	25 days after delivery
W2	6	31-Aug-18	25 days after delivery	14	26-Oct-18	25 days after delivery
W2A	1	31-Aug-18	25 days after delivery	1	26-Oct-18	25 days after delivery
W3	5	31-Aug-18	25 days after delivery	13	26-Oct-18	25 days after delivery
W3A	1	31-Aug-18	25 days after delivery	1	26-Oct-18	25 days after delivery
W4	7	31-Aug-18	25 days after delivery	13	26-Oct-18	25 days after delivery
W4A		31-Aug-18	25 days after delivery	1	26-Oct-18	25 days after delivery
W4B	1	31-Aug-18	25 days after delivery	1	26-Oct-18	25 days after delivery
W5	6	31-Aug-18	25 days after delivery	14	26-Oct-18	25 days after delivery
W5A	1	31-Aug-18	25 days after delivery	1	26-Oct-18	25 days after delivery
W5B	1	31-Aug-18	25 days after delivery		26-Oct-18	25 days after delivery
W6	5	31-Aug-18	25 days after delivery	11	26-Oct-18	25 days after delivery
W6A	1	31-Aug-18	25 days after delivery	1	26-Oct-18	25 days after delivery
Totals:	44			87		

## ANNEX G CONTRACT FIRST PAGE



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

PURCHASING OFFICE - BUREAU DES ACHATS

### CONTRACT – CONTRAT

Use "Canada accepts your bid" when you issued an RFB document, with Sections 1 and 2 completed, and the bidder has submitted a bid document.

Canada accepts your bid to provide to Canada the goods, services or both described in the Contract in accordance with the conditions and at the prices set out in the Contract.

Le Canada accepte votre soumission de fournir au Canada les biens, services ou les deux décrits dans le contrat conformément aux conditions et aux prix prévus au contrat.

Use "You are Requested" when you conducted a verbal solicitation, did not sent a RFB document to the bidder with Section 2 completed, and you did not review terms and conditions of Section 2 with the bidder

You are requested to sell to the Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the supplies and services listed herein and on any attached sheets at the price or prices set out therefor.

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

Supplier to sign for a "You are Requested" contract only.

The vendor hereby accepts this contract  
Le fournisseur accepte le présent contrat

Name, title of person authorized to sign (type or print)  
Nom et titre du signataire autorisé (caractère d'impression)

Signature

Date

Page

of  
de

File No. – N° de dossier

Date of Contract – Date du Contrat

Contract No. - N° du contrat

Amendment No. - N° de modification

Client Reference No. (optional) - N° du référence du client (facultatif)

Financial Code(s) – Code(s) financier(s)

Duty - Droits

GST - TPS/ HST – TVH

☒ Included  
Inclus ☐ Excluded  
Ensus

☒ Included  
Inclus ☐ Excluded  
En sus

FOB – FAB

DESTINATION

Destination

See Section 2, Annex A.

Voir Section 2, Annexe A.

Invoices - Original and two copies must be completed and sent to:

Factures – L'original et deux copies doivent être remplis et envoyés à :

See Section 2, Article 6.

Voir Section 2, Article 6.

Address inquiries to : - Adresser toute demande de renseignements à :

See Section 2, Article 4.1.

Voir Section 2, Article 4.1.

Area Code and Telephone No.

Facsimile No.

Code régional et N° de  
téléphone

N° de télécopieur

Total estimated cost – Coût total estimatif

For the Minister – Pour le Ministre

## ANNEX H

### FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION

The certifications and additional information listed below should be submitted with the bid but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame specified will render the bid non-responsive.

#### 1. Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid list at the time of contract award. Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the ["FCP Limited Eligibility to Bid"](#) list during the period of the Contract.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the ["FCP Limited Eligibility to Bid"](#) list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex H titled [Federal Contractors Program for Employment Equity - Certification](#), before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

#### 1. Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the ["FCP Limited Eligibility to Bid"](#) list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

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I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) – Labour's](#) website.

Date: \_\_\_\_\_(YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Bidder certifies having no work force in Canada.
- ☐ A2. The Bidder certifies being a public sector employer.
- ☐ A3. The Bidder certifies being a federally regulated employer being subject to the Employment Equity Act.
- ☐ A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

- ☐ A5.1. The Bidder certifies already having a valid and current Agreement to Implement Employment Equity (AIEE) in place with ESDC-Labour.

**OR**

- ☐ A5.2. The Bidder certifies having submitted the Agreement to Implement Employment Equity (LAB1168) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement

Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- ☐ B1. The Bidder is not a Joint Venture.

**OR**

- ☐ B2. The Bidder is a Joint venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

Signature: \_\_\_\_\_



## ANNEX I ELECTRONIC PAYMENTS INSTRUMENTS

### 1. Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete this Annex to identify which ones are accepted.

If this Annex is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

### 2. Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

The Bidder accepts to be paid by any of the following Electronic Payment Instrument(s):

- ☐ ( ) VISA Acquisition Card;
- ☐ ( ) MasterCard Acquisition Card;
- ☐ ( ) Direct Deposit (Domestic and International);
- ☐ ( ) Electronic Data Interchange (EDI);
- ☐ ( ) Wire Transfer (International Only);
- ☐ ( ) Large Value Transfer System (LVTS) (Over \$25M)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_(YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)