



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

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
11 Laurier St./11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

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

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

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

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

Comments - Commentaires

Title - Sujet Workspace CAT 1,2,5 and 6	
Solicitation No. - N° de l'invitation EP916-191891/A	Date 2018-11-09
Client Reference No. - N° de référence du client 20191891	
GETS Reference No. - N° de référence de SEAG PW-\$\$PQ-981-75800	
File No. - N° de dossier pq981.EP916-191891	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-11-23	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: MacIsaac, James	Buyer Id - Id de l'acheteur pq981
Telephone No. - N° de téléphone (819) 639-4357 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: See herein	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Furniture Division/Division des ameublements
11 Laurier St. / 11, rue Laurier
6B1, Place du Portage
Gatineau
Québec
K1A 0S5

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

REQUEST FOR BID (RFB)
LEL – CO-WORKING PROJECT

TABLE OF CONTENTS

Section 1 – Invitation and Instructions to Bidders

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

SECTION 1 – INVITATION AND INSTRUCTIONS TO BIDDERS**Step 1. For Tier 2 and Tier 3 only (If Tier 1, skip this step and proceed with step 2)**

Is this a Manufacturer Product Specific Procurement?

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:

- 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.

Terms of the RFB:

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

The Bidder must provide the following information WITH the bid:

- The information requested by Canada in Annex A herein.

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

Security Requirement:

1. Conditions
 - a. the Bidder must hold a valid organization security (VOS) clearance as indicated in Annex B;
 - b. the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Annex B.
2. For additional information on security requirements, bidders should refer to the Canadian Industrial Security Directorate (CISD), Industrial Program of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.
3. The conditions in article 1 above must be met by the Bidder (the checked box applies):
 - a. by the closing date of the bid;
 - b. before the award of a contract. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
4. Bidders are to supply the following information, as a minimum, to demonstrate compliance with the Security Requirement.
 - a. The Bidder's valid VOS clearance number issued by CISD;
 - b. The name of all individuals who will require access to classified or protected information, assets or sensitive work sites. It is desirable to also include their date of birth, their middle name, and their security clearance number issued by CISD.

Bid Evaluation

This article is completed if non-Government of Canada personnel will evaluate bids.

An evaluation team composed of representatives of Canada and _____ (name of firm or consultant) will evaluate the bids.

RFB Issued to:	
Supplier Name and Address: (City, Province)	
Contact:	
- Name:	
- Telephone Number:	
- E-mail:	
RFB Issued by:	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
RFB Closing - Submit Bid:	
Bids must be submitted to the Contracting Authority on the date and at the time indicated below.	
By no later than date and time:	a. 23 November, 2018 b. 2:00PM EST
To physical location (if applicable)	PWGSC/TPSGC BID RECEIVING UNIT 11 Laurier Street Place du Portage, Phase III Tower B, Room OB2 Gatineau, QC K1A 0S5
e-post Connect	tpsgc.dgareceptiondessoumissions-abbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca
RFB Enquiries	
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.	__5__ business days

SECTION 2 - RESULTING CONTRACT CLAUSES

1.	Terms and Conditions of the Contract	
	The terms and conditions of Parts 6B and 6C of the Supplier's SA within the series E60PQ-140003/PQ apply to and form part of this Contract.	
2.	Security Requirement (the checked article applies)	
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.	
	a.	Contractor may be escorted; possession of security clearance not required. Contractor personnel MAY NOT ENTER NOR PERFORM WORK ON sites where PROTECTED or CLASSIFIED information or assets are kept, without an escort provided by the department or agency for which the work is being performed.
	b.	Possession of security clearance(s) is required. The Contractor must meet the security clearance requirements contained in the clausing in Annex B herein.
	c.	There is no security requirement associated with this contract.
3.	Requirement	
3.1	The Contractor must perform the Work listed in Annex A herein.	
4.	Authorities	

4.1	Contracting Authority (IU)	<table border="1"> <tr> <td data-bbox="625 262 950 327">Name:</td> <td data-bbox="950 262 1399 327">James MacIsaac</td> </tr> <tr> <td data-bbox="625 327 950 363">Title:</td> <td data-bbox="950 327 1399 363">Supply Specialist</td> </tr> <tr> <td data-bbox="625 363 950 399">Department/Agency/Crown Corporation:</td> <td data-bbox="950 363 1399 399">PSPC</td> </tr> <tr> <td data-bbox="625 399 950 434">Address:</td> <td data-bbox="950 399 1399 434"></td> </tr> <tr> <td data-bbox="625 434 950 470">Telephone No.:</td> <td data-bbox="950 434 1399 470">819-639-4357</td> </tr> <tr> <td data-bbox="625 470 950 506">E-mail address:</td> <td data-bbox="950 470 1399 506">james.macisaac@tpsgc-pwgsc.gc.ca</td> </tr> </table>	Name:	James MacIsaac	Title:	Supply Specialist	Department/Agency/Crown Corporation:	PSPC	Address:		Telephone No.:	819-639-4357	E-mail address:	james.macisaac@tpsgc-pwgsc.gc.ca
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Address:														
Telephone No.:	819-639-4357													
E-mail address:	james.macisaac@tpsgc-pwgsc.gc.ca													
4.2	<p>Project Authority</p> <p><i>The Project Authority (PA) is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract.</i></p> <p><i>In addition, the PA is also responsible for ensuring that the Supplier's employees and subcontractors requiring access to the site adhere to the allocated time for the Supplier to access the site to deliver and install the furniture in accordance with the master schedule held by the General Contractor (a representative of Canada or a service provider(s) under contract with the Government of Canada).</i></p> <table border="1"> <tr> <td data-bbox="138 743 625 779">Name:</td> <td data-bbox="625 743 1399 779"></td> </tr> <tr> <td data-bbox="138 779 625 814">Title:</td> <td data-bbox="625 779 1399 814"></td> </tr> <tr> <td data-bbox="138 814 625 850">Department/Agency/Crown Corporation:</td> <td data-bbox="625 814 1399 850"></td> </tr> <tr> <td data-bbox="138 850 625 886">Address:</td> <td data-bbox="625 850 1399 886"></td> </tr> <tr> <td data-bbox="138 886 625 921">Telephone No.:</td> <td data-bbox="625 886 1399 921"></td> </tr> <tr> <td data-bbox="138 921 625 936">E-mail address:</td> <td data-bbox="625 921 1399 936"></td> </tr> </table>		Name:		Title:		Department/Agency/Crown Corporation:		Address:		Telephone No.:		E-mail address:	
Name:														
Title:														
Department/Agency/Crown Corporation:														
Address:														
Telephone No.:														
E-mail address:														
4.3	<p>Contractor's Representative</p> <p>As set out in Annex A, Table 9 below. </p>													
5.	<p>Method of Payment</p> <p>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.</p> <table border="1"> <tr> <td data-bbox="138 1098 219 1134"><input type="checkbox"/></td> <td data-bbox="219 1098 1399 1134">Single Payment</td> </tr> <tr> <td data-bbox="138 1134 219 1161"><input type="checkbox"/></td> <td data-bbox="219 1134 1399 1161">Multiple Payment</td> </tr> </table>		<input type="checkbox"/>	Single Payment	<input type="checkbox"/>	Multiple Payment								
<input type="checkbox"/>	Single Payment													
<input type="checkbox"/>	Multiple Payment													
6.	<p>Invoicing</p> <p>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:</p> <p>Name of the organization and contact:</p> <p>Address:</p>													
7.	<p>Defence Contract. This clause applies if the box below is checked.</p> <table border="1"> <tr> <td data-bbox="138 1383 219 1415"><input type="checkbox"/></td> <td data-bbox="219 1383 1399 1415">The Contract is a defence contract within the meaning of the Defence Production Act, R.S.C. 1985, c. D-1.</td> </tr> </table>		<input type="checkbox"/>	The Contract is a defence contract within the meaning of the Defence Production Act , R.S.C. 1985, c. D-1.										
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ANNEX A
REQUIREMENT and BASIS OF PAYMENT

1. Category Selection

Combined Categories Rule:

For reasons of compatibility, the following categories will be combined for evaluation and contract award purposes:

The rule only applies to the categories below that are checked. The unchecked categories will be evaluated separately and may be awarded to multiple suppliers;

- Category 1**
- Category 2**
- Category 5**

Design Upgrade Rule:

The IU may exercise an option to upgrade products up to 20% of each Category product total before Applicable Taxes after contract award.

The Design Upgrade amount is used at the discretion of the Project Authority (PA). Within ten business days of the contract award, the PA will provide the Contractor with a written notice of Canada's Design Upgrade choices for each of the product(s) to be upgraded. The Contractor will provide the pricing of the upgraded product(s) to a maximum of 20% of each Category Contract Price of Table 8. The Contracting Authority will issue an amendment to the contract with the Design Upgrades and pricing.

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

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

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

- a. Category 1 – Interconnecting Panels and Freestanding Systems

- Category 1a – Interconnecting Panels (Refer to Annex C)
- Category 1b – Supporting components and freestanding furniture

RULE: Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when the metal storage products will be part of a requirement for a workstation(s)/work point(s). If this rule does not apply, Category 3 must be used for the metal storage products forming part of this category.

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

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

- d. Category 4 – Wood Veneer – Freestanding Products
- e. Category 5 – Ancillary and Lighting Products
- f. Category 6 - Support Space – Collaborative Furniture

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

The IU must identify how Category 6 will be subdivided in the Product Table for Category 6.

- g. Non-SA Product(s) – Category(ies): 2

2. Product and Pricing Tables

Site Inspection Date: To be coordinated with Project Authority after contract award. (Refer to Annex A article 4 of the SA for Site Inspection and Documentation instructions.)

INSTRUCTIONS TO BIDDERS: Bidders are to complete Sections B of the tables identified by the IU in this article as well as Tables 8 and 9. In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

Product Category(ies): 1A, 1B, 2, 5**Table 1 – Product Table**

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID		
#	GoCUID	Description of Product <i>(Additional product details may be inserted, if required as per 6B. 4.1 of the SA)</i>	Qty	Supplier Part Number	Firm Unit Price** \$	Extended Total [Qty x Price] \$
Category 1A						
1	Refer to Annex C and Floor Plans.					\$
Category 1B						
2	WSxxPMLHRxxxxxxxx3024	SU-1	6		\$	\$
3	WSxxPMLHRxxxxxxxx4824	SU-2	6			
Category 2						
4	FSCAEA6024	TA-10	1		\$	\$
5	FSCAEA4830	TA-5	6			
6	FSCAEA5430	TA-4	9			
Category 5						
7	MADME	Dual monitor arms, edge clamp MS-A2	6		\$	\$
8	MASME	Single monitor arm-edge clamp MS-A1	8			
9	TLCWS	Task light TL-1	22			
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] \$
10	DESK TOP POWER MODULES w/ 2 POWER DUPLEXES AND 2 USB PORTS – must be installed onto TA-10, TA-5 AND TA-4		22		\$	\$
Add more rows if necessary. **Must not exceed ceiling unit price in SA.				Product Total		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID	
Product Item # from Table 1	Location	Desired Date (Y/M/D)	Desired Time: Outside Normal Business Hours *	Supplier will deliver on the date and at the time below**	Firm Lot Price \$
1	300 Laurier street, Ottawa, Ontario K1A 0S5	2019/02/11	Outside Normal		\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 // to be coordinated with Project Authority before proceeding with ordering products.</p> <p>**If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.</p> <p>Loading zone as No specific address but its access is from Gloucester (between O’Connor and Bank)</p> <p>Hours of Operation 6:00 am to 6:00 pm are from and needs to be reserved ahead of time</p> <p>Brian DiCola (PSPC) is responsible for the loading dock operations, if you have any questions or require information, please contact him at; 613-618-1746.</p>				Delivery Total:	\$

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID	
Product Item # from Table 1	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install on the date and at the time below**	Firm Lot Price \$
1	300 Laurier street, Ottawa, Ontario K1A 0S5	2019/02/11	Normal		\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5</p> <p>**If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time.</p> <p><i>Add more rows if necessary.</i></p>				Installation Total:	\$

- Table 4 – Optional Product Not Applicable
- Table 5 – Optional Delivery Not Applicable
- Table 6 – Optional Installation Not Applicable

Table 7 – Standard Finishes and Canada’s Facilities to Accommodate the Delivery and Certifications

1.	Standard Finishes	
1.1	<p>IU is to consult the Supplier’s Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada’s finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada’s choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
2.	Canada’s Facilities to Accommodate the Delivery	
	<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	300 Laurier street, Ottawa, Ontario K1A 0S5
B	Dock	Maximum Truck Length during working hours is 35ft, any transport longer than 35 extends in the street and needs to be delivered after normal working hours
C	Lift	YES
D	Door	weight capacity, 1 ton maximum
E	Freight Elevator	Size: width – 12 inches, depth 2 feet
F	Other (specify, if any)	Loading zone as No specific address but its access is from Gloucester (between O’Connor and Bank) Hours of Operation 6:00 am to 6:00 pm are from and needs to be reserved ahead of time
3.	Continuance of Certifications	
	<p>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 following certifications listed in Parts 6A and 6B of the Bidder’s SA for Work Spaces.</p> <p>Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.</p>	
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 8 - Bid Evaluation and Contract Total CAT 1a, 1b, 2, and 5(Canada may complete if not completed by the Bidder)

1	Firm Product Total (Table 1)	\$
2	Firm Delivery Total (Table 2)	\$
3	Firm Installation Total (Table 3)	\$
4	Optional Product Total (Table 4)	N/A
5	Optional Delivery Total (Table 5)	N/A
6	Optional Installation Total (Table 6)	N/A
7	Hardware Total as per article 1.5 of Annex A-1 of SA	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6 + 7)	\$
9	Contract Price(1+2+3+7): <i>applicable at contract award only</i>	\$
10	Applicable Tax(es):	\$
11	Total Estimated Cost (9+10):	\$

Table 9 – Bidder’s Authorized Representative

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

Product Category(ies): 6A

Table 1 – Product Table

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 Unit Price** \$	Extended Total [Qty x Price] \$
Category 6A						
1	SCNCCQPFNLSAWNILNILCC INILNILNILNIL	Kitchenette Chair/Chaise de cuisinette CH-1	3		\$	\$
2	SREFRQPPNILAWANILOBCF FTFNILNILNIL	Lounge Chair/Fauteuil air de repos CH-2	2		\$	\$
3	SCNTDQPMRPFSAWNILNIL CPPSINILNILNIL	Bar Stool/Tabouret de bar ST-1	4		\$	\$
4	TTHBSCYCBPDRSLNILNIL41 4330xxNIL	Bar-Height Kitchenette Table/Table de cuisinette hauteur bar TA-1	2		\$	\$
5	TTDAQPMFBPDRSLNILNIL1 42124xxNIL	Side Table/Table d'appoint TA-2	1		\$	\$
6	TTPSPCBMNILRSSNILNILNIL 30xxNIL	Meeting room tables/Tables pour salles de réunion TA-3	3		\$	\$
**Must not exceed ceiling unit price in SA.				Product Total		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
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Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
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Table 4 – Optional Product Not Applicable
Table 5 – Optional Delivery Not Applicable
Table 6 – Optional Installation Not Applicable

Table 7 – Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications

1.	Standard Finishes	
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2.	Canada's Facilities to Accommodate the Delivery	
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2.1	Loading Dock/Location	
A	Location	300 Laurier street, Ottawa, Ontario K1A 0S5
B	Dock	Maximum Truck Length during working hours is 35ft, any transport longer than 35 extends in the street and needs to be delivered after normal working hours
C	Lift	YES
D	Door	weight capacity, 1 ton maximum
E	Freight Elevator	Size: width – 12 inches, depth 2 feet
F	Other (specify, if any)	Loading zone as No specific address but its access is from Gloucester (between O'Connor and Bank) Hours of Operation 6:00 am to 6:00 pm are from and needs to be reserved ahead of time
3.	Continuance of Certifications	
	The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces. Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.	
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 8 - Bid Evaluation and Contract Total CAT 6A (Canada may complete if not completed by the Bidder)

1	Firm Product Total (Table 1)	\$
2	Firm Delivery Total (Table 2)	\$
3	Firm Installation Total (Table 3)	\$
4	Optional Product Total (Table 4)	N/A
5	Optional Delivery Total (Table 5)	N/A
6	Optional Installation Total (Table 6)	N/A
7	Hardware Total as per article 1.5 of Annex A-1 of SA	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7)	\$
9	Contract Price(1+2+3+7): <i>applicable at contract award only</i>	\$
10	Applicable Tax(es):	\$
11	Total Estimated Cost (9+10):	\$

Table 9 – Bidder’s Authorized Representative

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

Product Category(ies): 6B

Table 1 – Product Table

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 Unit Price** \$	Extended Total [Qty x Price] \$
Category 6B						
7	SREFRQPPDPASAWNILOBCF FTFNILNILNIL	Lounge Chair/Fauteuil air de repos CH-5	2		\$	\$
8	SCNCCTSBNILAWANILNILRR UTFNINILNINIL	Kitchenette Chair/Chaise de cuisinette CH-3	3		\$	\$
9	SCNTDQPMRPFANILNIL CCRSINILNINIL	Bar Stool/Tabouret de bar ST-2	4		\$	\$
10	SREBRQPPATWSAWDSTOB ABCTF467243541935	Ganging Banquette Seating/Banquette raccordable LC-1	2		\$	\$
11	TTPSPCBMNILTSUEP84xxN ILNIL36xx	Meeting room tables/Tables pour salles de réunion TA-8	1		\$	\$
12	TTPCCPLHBPDTSSAED96xx3 642NIL48xx	Kitchenette Table with end gables/Table pour cuisinette TA-11	1		\$	\$
**Must not exceed ceiling unit price in SA.				Product Total		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will deliver on the date and at the time below**	Firm Lot Price \$
1	300 Laurier street, Ottawa, Ontario K1A 0S5	2019/02/11	Outside Normal		\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 // to be coordinated with Project Authority before proceeding with ordering products.</p> <p>**If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.</p> <p>Loading zone as No specific address but its access is from Gloucester (between O'Connor and Bank)</p> <p>Hours of Operation 6:00 am to 6:00 pm are from and needs to be reserved ahead of time</p> <p>Brian DiCola (PSPC) is responsible for the loading dock operations, if you have any questions or require information, please contact him at; 613-618-1746.</p>				Delivery Total:	\$

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install on the date and at the time below**	Firm Lot Price \$
1	300 Laurier street, Ottawa, Ontario K1A 0S5	2019/02/11	Normal		\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 **If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. <i>Add more rows if necessary.</i>				Installation Total:	\$

Table 4 – Optional Product Not Applicable
Table 5 – Optional Delivery Not Applicable
Table 6 – Optional Installation Not Applicable

Table 7 – Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications

1.	Standard Finishes	
1.1	IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes. Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A. The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.	
2.	Canada's Facilities to Accommodate the Delivery	
	<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> <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>	
2.1	Loading Dock/Location	
A	Location	300 Laurier street, Ottawa, Ontario K1A 0S5
B	Dock	Maximum Truck Length during working hours is 35ft, any transport longer than 35 extends in the street and needs to be delivered after normal working hours
C	Lift	YES
D	Door	weight capacity, 1 ton maximum
E	Freight Elevator	Size: width – 12 inches, depth 2 feet
F	Other (specify, if any)	Loading zone as No specific address but its access is from Gloucester (between O'Connor and Bank) Hours of Operation 6:00 am to 6:00 pm are from and needs to be reserved ahead of time
3.	Continuance of Certifications	
	The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces. Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.	
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 8 - Bid Evaluation and Contract Total CAT 6B (Canada may complete if not completed by the Bidder)

1	Firm Product Total (Table 1)	\$
2	Firm Delivery Total (Table 2)	\$
3	Firm Installation Total (Table 3)	\$
4	Optional Product Total (Table 4)	N/A
5	Optional Delivery Total (Table 5)	N/A
6	Optional Installation Total (Table 6)	N/A
7	Hardware Total as per article 1.5 of Annex A-1 of SA	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7)	\$
9	Contract Price(1+2+3+7): <i>applicable at contract award only</i>	\$
10	Applicable Tax(es):	\$
11	Total Estimated Cost (9+10):	\$

Table 9 – Bidder’s Authorized Representative

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

Product Category(ies): 6C

Table 1 – Product Table

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product <i>(Additional product details may be inserted, if required as per 6B. 4.1 of the SA)</i>	Qty	Supplier Part Number	Firm Unit Price** \$	Extended Total [Qty x Price] \$
Category 6C						
13	SREFRQRRPDPADPNILOBCF FTFNILNILNIL	Lounge Chair/Fauteuil air de repos CH-7A	3		\$	\$
14	SREFRQRRPDPAPRNILOBCF FTFNILNILNIL	Lounge Chair/Fauteuil air de repos CH-7B	2		\$	\$
15	TTDAQPMFBPDRSLNILNIL1 42124xxNIL	Side Table/Table d'appoint TA-2	1		\$	\$
16	TTPSPACNIBSSDMQ96xx NILNIL42xx	Meeting room tables/Tables pour salles de réunion TA-6	1		\$	\$
17	TTPSPCBMNILTSSUEP60xxN ILNIL30xx	Meeting room tables/Tables pour salles de réunion TA-9	1		\$	\$
**Must not exceed ceiling unit price in SA.				Product Total		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will deliver on the date and at the time below**	Firm Lot Price \$
1	300 Laurier street, Ottawa, Ontario K1A 0S5	2019/02/11	Outside Normal		\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 // to be coordinated with Project Authority before proceeding with ordering products.</p> <p>**If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.</p> <p>Loading zone as No specific address but its access is from Gloucester (between O'Connor and Bank)</p> <p>Hours of Operation 6:00 am to 6:00 pm are from and needs to be reserved ahead of time</p> <p>Brian DiCola (PSPC) is responsible for the loading dock operations, if you have any questions or require information, please contact him at; 613-618-1746.</p>				Delivery Total:	\$

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install on the date and at the time below**	Firm Lot Price \$
1	300 Laurier street, Ottawa, Ontario K1A 0S5	2019/02/11	Normal		\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 **If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. <i>Add more rows if necessary.</i>				Installation Total:	\$

Table 4 – Optional Product Not Applicable
Table 5 – Optional Delivery Not Applicable
Table 6 – Optional Installation Not Applicable

Table 7 – Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications

1.	Standard Finishes	
1.1	IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes. Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A. The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.	
2.	Canada's Facilities to Accommodate the Delivery	
	<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> <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>	
2.1	Loading Dock/Location	
A	Location	300 Laurier street, Ottawa, Ontario K1A 0S5
B	Dock	Maximum Truck Length during working hours is 35ft, any transport longer than 35 extends in the street and needs to be delivered after normal working hours
C	Lift	YES
D	Door	weight capacity, 1 ton maximum
E	Freight Elevator	Size: width – 12 inches, depth 2 feet
F	Other (specify, if any)	Loading zone as No specific address but its access is from Gloucester (between O'Connor and Bank) Hours of Operation 6:00 am to 6:00 pm are from and needs to be reserved ahead of time
3.	Continuance of Certifications	
	The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces. Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.	
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 8 - Bid Evaluation and Contract Total CAT 6 C (Canada may complete if not completed by the Bidder)

1	Firm Product Total (Table 1)	\$
2	Firm Delivery Total (Table 2)	\$
3	Firm Installation Total (Table 3)	\$
4	Optional Product Total (Table 4)	N/A
5	Optional Delivery Total (Table 5)	N/A
6	Optional Installation Total (Table 6)	N/A
7	Hardware Total as per article 1.5 of Annex A-1 of SA	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7)	\$
9	Contract Price(1+2+3+7): <i>applicable at contract award only</i>	\$
10	Applicable Tax(es):	\$
11	Total Estimated Cost (9+10):	\$

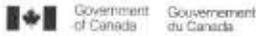
Table 9 – Bidder’s Authorized Representative

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

**ANNEX B
SECURITY REQUIREMENTS**

**SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:
PWGSC FILE # EP916-191891**

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), attached at Annex B;
 - b) *Industrial Security Manual* (Latest Edition).



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**SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

PART A - CONTRACT INFORMATION (PARTIE A - INFORMATION CONTRACTUELLE)		
1. Organizing Government Department or Organization / Ministère du organisme gouvernemental d'origine Public Works and Government Services Canada	2. Branch or Directorate / Direction générale ou Direction RFP-PMSL	
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Fourniture d'annuaire for LEL location		
5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? (Specify the level of access using the chart in Question 7. c) / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. / Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.	<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui	
6. c) Is this a commercial carrier or delivery requirement with no overnight storage? / S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable / À ne pas diffuser <input type="checkbox"/>		
Restricted to / Limité à <input type="checkbox"/>	Restricted to / Limité à <input type="checkbox"/>	Restricted to / Limité à <input type="checkbox"/>
Specify country(ies) / Préciser le(s) pays :	Specify country(ies) / Préciser le(s) pays :	Specify country(ies) / Préciser le(s) pays :
7. c) Level of information / Niveau d'information		
PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET / SECRET <input type="checkbox"/>	OSMIC TOP SECRET / OSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>

TBS/SCT 350-103(200412)

Security Classification / Classification de sécurité
UNCLASSIFIED





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PART A - ACCESSORY / PARTIE A - ANNEXE

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?
If Yes, indicate the level of sensitivity.
Dans l'affirmative, indiquer le niveau de sensibilité: No Yes

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?
Short Title(s) of material / Titre(s) abrégé(s) du matériel: _____
Document Number / Numéro du document: _____
 No Yes

PART B - PERSONNEL (FURNISSEUR) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITE	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET - SPOINT TRÈS SECRET - SPOINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COMSEC TOP SECRET COMSEC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS	Special comments: Commentaires spéciaux: _____		

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?
If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté?
 No Yes

PART C - SAFEGUARDS (FURNISSEUR) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?
 No Yes

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?
 No Yes

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?
 No Yes

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?
 No Yes

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Existera-t-il un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?
 No Yes

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PART C (continued) / PARTIE C (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of marking required at the supplier's site(s) or premises.
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sécurité requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions. Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement insérées dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ		INFO				DANGEROUS			
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	INFO REFUSED	INFO CONFIDENTIAL	INFO SECRET	SECRET TOP SECRET	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET	
						INFO REFUSED	INFO CONFIDENTIAL	INFO SECRET	SECRET TOP SECRET				
Information Assets / Informations / Données													
Production / Production													
IT Media / Support IT / IT / Les documents													

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par le présent L'VERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente L'VERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



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PART 3 - AUTHORIZATION / PARTIE 3 - AUTORISATION			
13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres majuscules)	Title - Titre		Signature
Begin, Ismael	Project Manager		
Telephone No. - N° de téléphone 613-948-2653-266-6050	Facsimile No. - N° de télécopieur 613-960-9800	E-mail address - Adresse courriel ismael.begin@cwgc-cwgc.gc.ca	Date 20181009
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres majuscules)	Title - Titre		Signature
Lamontagne, Stephen	SO		 Digitally signed by Lamontagne, Stephen Date: 2018.10.11 09:05:45 -0400
Telephone No. - N° de téléphone 613-998-6120	Facsimile No. - N° de télécopieur 613-949-2321	E-mail address - Adresse courriel stephen.lamontagne@cwgc-cwgc.gc.ca	Date
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes? <input type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui			
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres majuscules)	Title - Titre		Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
17. Contract Security Officer / Officier de sécurité des contrats			
Name (print) - Nom (en lettres majuscules)	Title - Titre		Signature
Andrew Francis Contract Security Officer, Contract Security Division Andrew.Francis@cwgc-cwgc.gc.ca	Contract Security Officer		 Digitally signed by Francis, Andrew Date: 2018.10.11 14:57:20 -0400
Telephone		E-mail address - Adresse courriel	Date

**ANNEX C
FLOOR PLAN(S)**

INSTRUCTIONS TO BIDDERS:

For Category 1a products, the Bidders must provide:

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

***** Products from categories other than Category 1a shown on floor plan are for information purposes only*****

By submitting a bid, the Bidder certifies that their submission includes all components and quantities for Category 1a, in accordance with the floor plans, panel details, panel matrices and/or workstation layouts stipulated in Annex C.

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

Category 1a Requirement:

1) Floor Plan(s) – CATEGORY 1A&B, 2 and 5

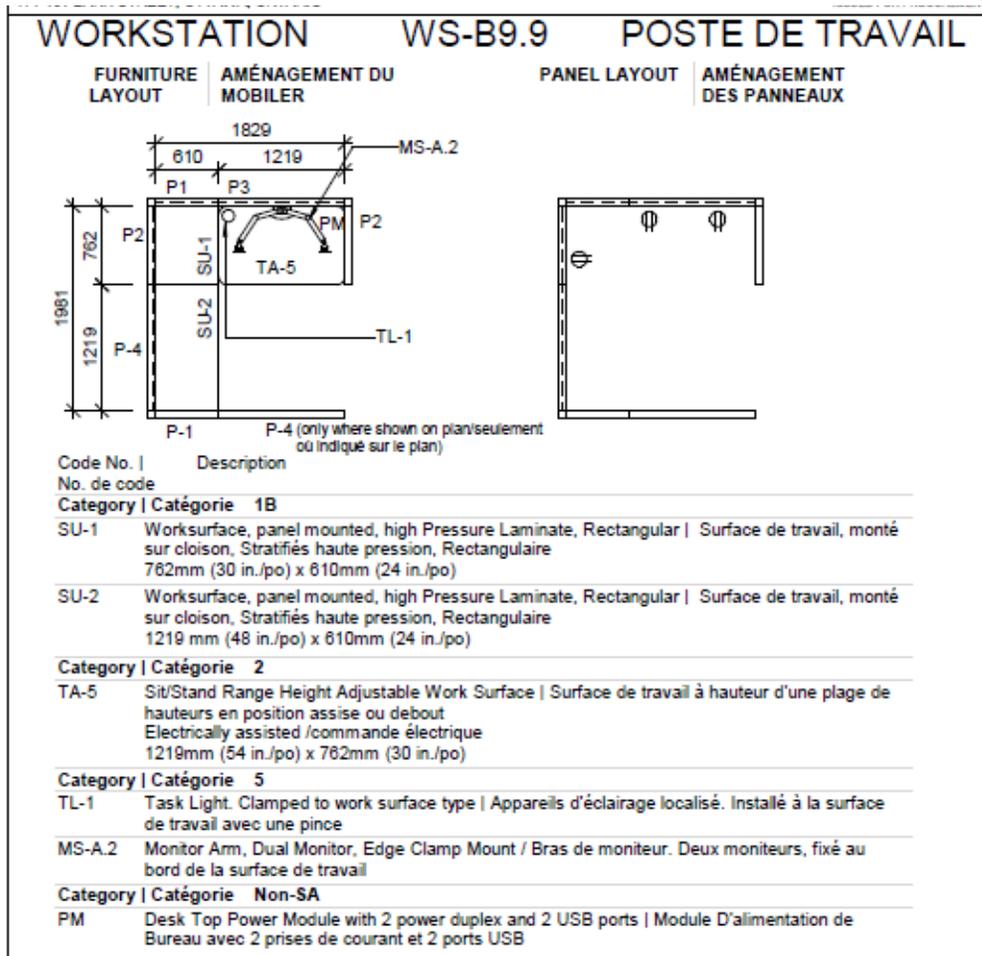
See attached pdf and/or AutoCAD floor plan

A Seated Privacy Add-on Panneau additionnel pour intimité en position assise		B Seated Privacy Add-on Panneau additionnel pour intimité en position assise	
Upper Element élément supérieur 1: Fabric tissu	Upper Element élément supérieur 2: Fabric tissu	Upper Element élément supérieur 1: Fabric tissu	Upper Element élément supérieur 2: Fabric tissu
Lower Element élément Inférieur 1: Plastic Laminate Plastique stratifié	Lower Element élément Inférieur 2: Plastic Laminate Plastique stratifié	Lower Element élément Inférieur 1: Plastic Laminate Plastique stratifié Cut-outs for Power below the worksurface sortie(s) de courant, au-dessous de la surface de travail	Lower Element élément Inférieur 2: Plastic Laminate Plastique stratifié
C Seated Privacy Add-on Panneau additionnel pour intimité en position assise		D Work Surface Privacy Add On / Panneau additionnel pour intimité à la surface de travail	
Upper Element élément supérieur 1: Fabric tissu	Upper Element élément supérieur 2: Fabric tissu	Upper Element élément supérieur 1: Fabric tissu	Upper Element élément supérieur 2: Fabric tissu
Lower Element élément Inférieur 1: Plastic Laminate Plastique stratifié Cut-outs for Power below the worksurface sortie(s) de courant, au-dessous de la surface de travail	Lower Element élément Inférieur 2: Plastic Laminate Plastique stratifié Cut-outs for Power below the worksurface sortie(s) de courant, au-dessous de la surface de travail	Lower Element élément Inférieur 1: Plastic Laminate Plastique stratifié	Lower Element élément Inférieur 2: Plastic Laminate Plastique stratifié

4) Workstation Layout

See attached Workstation Layout

FURNITURE LAYOUT		AMÉNAGEMENT DU MOBILIER		PANEL LAYOUT		AMÉNAGEMENT DES PANNEAUX	
Code No. No. de code	Description						
Category Catégorie 1A							
P5	Seated Privacy Height Add On / Panneau additionnel pour intimité en position assise 1372 (54") Powered outlet(s) Below Work Surface Prise(s) électrique(s) au dessous de la surface de travail Lower Element élément inférieur 1: Plastic Laminate / Plastique stratifié Lower Element élément inférieur 2: Plastic Laminate Plastique stratifié Upper Element élément supérieur 1: Fabric tissu Upper Element élément supérieur 2: Fabric tissu						
P6	Work Surface Privacy Add On / Panneau additionnel pour intimité à la surface de travail 762 (30") Non-Powered / Non-électrifié Lower Element élément inférieur 1: Plastic Laminate / Plastique stratifié Lower Element élément inférieur 2: Plastic Laminate Plastique stratifié Upper Element élément supérieur 1: Fabric tissu Upper Element élément supérieur 2: Fabric tissu						
Category Catégorie 2							
TA-4	Sit/Stand Range Height Adjustable Work Surface Surface de travail à hauteur d'une plage de hauteurs en position assise ou debout Electrically assisted /commande électrique 1372mm (54 in./po) x 762mm (30 in./po)						
Category Catégorie 5							
TL-1	Task Light. Clamped to work surface type Appareils d'éclairage localisé. Installé à la surface de travail avec une pince						
MS-A.1	Monitor Arm, Single Monitor, Edge Clamp Mount / Bras de moniteur. Moniteur unique, fixe au bord de la surface de travail						
Category Catégorie Non-SA							
PM	Desk Top Power Module with 2 power duplex and 2 USB ports Module D'alimentation de Bureau avec 2 prises de courant et 2 ports USB						



b. Workstation Layout(s)

- The floor plan takes precedent over any discrepancies with the workstation layouts.
- When two or more typical workstation types share a common panel spine, the finishes of the interior side of the workstation panel as outlined in the Typical Data Sheets must be followed and **NO PANELS SHALL BE DOUBLED. Where no workstation exists adjacent to typical workstation, refer to Data Sheet for finish.**
- Should one typical workstation identify power and the other does not – power will be required for both. Include Workstation Layouts (in the form of Typical Data Sheets or 3 Dimensional drawings) here or as a separate attachment to this RFB.

ANNEX D
NON SUPPLY ARRANGEMENT (NSA) PRODUCTS

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

1. Specifications

DESK TOP POWER MODULES – surface clamp connection to be mounted onto category 2 – height adjustable tables and must not interfere with the height adjustability of the table/ must have 2 POWER DUPLEXES AND 2 USB PORTS, must be accessible to the user and must be CERTIFIED TO CSA

2. 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 indicated in Annex A and D of the RFB, and meet the testing and performance requirements found at ANNEX A-1 and A-2 of the Supply Arrangement, 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 A and 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.