



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada
Room 100,
167 Lombard Ave.
Winnipeg
Manitoba
R3B 0T6
Bid Fax: (204) 983-0338

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

Proposal To: Public Works and Government Services Canada

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

Proposition aux: Travaux Publics et Services Gouvernementaux Canada

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

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Public Works and Government Services Canada - Western
Region
Room 100
167 Lombard Ave.
Winnipeg
Manitoba
R3B 0T6

Title - Sujet Furniture per SA:E60PQ-140003/B	
Solicitation No. - N° de l'invitation EW038-191710/A	Date 2018-11-13
Client Reference No. - N° de référence du client PSPC EW038-191710	
GETS Reference No. - N° de référence de SEAG PW-\$WPG-006-10702	
File No. - N° de dossier WPG-8-41124 (006)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-11-27	Time Zone Fuseau horaire Central Standard Time CST
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: Graham, Danielle	Buyer Id - Id de l'acheteur wpg006
Telephone No. - N° de téléphone (204) 292-2872 ()	FAX No. - N° de FAX (204) 983-7796
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: 9700 Jasper Avenue 10th Floor Edmonton AB	

Instructions: See Herein

Instructions: Voir aux présentes

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

STANDARD REQUEST FOR BID

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.

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

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Section 1 – Invitation and Instructions to Bidders

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

SECTION 1 – INVITATION AND INSTRUCTIONS TO BIDDERS

Step 1. For Tier 2 and Tier 3 only

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.

Step 3. ☒ General or ☐ PSAB

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

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

An evaluation team composed of representatives of Canada and Stantec Architects Ltd. will evaluate the bids.

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:	See Page 1
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.	<u>5</u> 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.	<input type="checkbox"/>	Contractor may be escorted; possession of security clearance not required. Contractor personnel MAY NOT ENTER NOR PERFORM WORK ON sites where PROTECTED or CLASSIFIED information or assets are kept, without an escort provided by the department or agency for which the work is being performed.
b.	<input type="checkbox"/>	Possession of security clearance(s) is required. The Contractor must meet the security clearance requirements contained in the clausling in Annex B herein.
c.	<input checked="" type="checkbox"/>	There is no security requirement associated with this contract.
3.	Requirement	
3.1	The Contractor must perform the Work listed in Annex A herein.	
4.	Authorities	
4.1	Contracting Authority (IU)	
	Name:	Danielle Graham
	Title:	A/Procurement Specialist
	Department/Agency/Crown Corporation:	Public Works and Government Services Canada o/a Public Services and Procurement Canada
	Address:	100-167 Lombard Ave Winnipeg MB R3B 0T6
	Telephone No.:	204-292-2872
	E-mail address:	Danielle.graham@pwgsc-tpsgc.gc.ca
4.2	Project Authority	
	<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>	
	<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>	
	Name:	Completed at contract award
	Title:	
	Department/Agency/Crown Corporation:	

	Address:	
	Telephone No.:	
	E-mail address:	
4.3	Contractor's Representative	
	As set out in Annex A, Table 9 below.	
5.	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
6.	Invoicing	
	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: PWGSC/PSPC	
	Address: PWGSC/PSPC ATB Place North, 5 th Floor 10025 Jasper Ave Edmonton, AB T5J 1S6	
7.	Period of the Contract	
	The period of the contract is one year from award of contract.	

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:

- ☐ 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:

- e. ☒ Category 5 – Ancillary and Lighting Products

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

2.2 For Categories 1-6

Scenario a. ☐ Does not include a floor plan

Scenario b. ☒ Includes floor plan(s)
Category 5.

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 8 and 9. In a resulting contract, the term "Bid" means the Supplier's commitment, the term "Bidder" means "Contractor".

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.)

Product Category 5**Table 1 – Product**

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 5						
1	MASME	<ul style="list-style-type: none"> Monitor Arms Single Monitor, Edge Clamp Mount Refer to Annex B for additional product details. 	Phase 1 : 34 Phase 2 : 17		Phase 1 \$ Phase 2 \$	Phase 1 \$ Phase 2 \$
2	MADME	<ul style="list-style-type: none"> Monitor Arms Dual Monitor, Edge Clamp Mount Refer to Annex B for additional product details. 	Phase 1 : 103 Phase 2 : 114		Phase 1 \$ Phase 2 \$	Phase 1 \$ Phase 2 \$
3	TLDBT	<ul style="list-style-type: none"> Task Light Desk base type Refer to Annex B for additional product details. 	Phase 1 : 84 Phase 2 : 94		Phase 1 \$ Phase 2 \$	Phase 1 \$ Phase 2 \$
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	
Phase	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 \$
Phase 1	9700 Jasper Avenue 10 th Floor Edmonton AB	March 1, 2019	After 3 pm	(Y-M-D)	\$
Phase 2	9700 Jasper Avenue 10 th Floor Edmonton AB	March 1, 2019	After 3 pm	(Y-M-D)	\$
**If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time. [Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5] *Please coordinate with Project Authority before proceeding with order and for coordination purposes.				Delivery Total:	\$

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Phase	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 \$
Phase 1	9700 Jasper Avenue 10 th Floor Edmonton AB	June 15, 2019	Normal Business hours unless hammering or drilling is required, then it must be done outside normal business hours.	(Y-M-D)	\$
Phase 2	9700 Jasper Avenue 10 th Floor Edmonton AB	June 15, 2019	Normal Business hours unless hammering or drilling is required, then it must be done outside normal business hours.	(Y-M-D)	\$
**If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. [Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5]				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.	<p>Canada's Facilities to Accommodate the Delivery</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 9700 Jasper Avenue 10 th Floor Edmonton AB

B	Dock	Yes
C	Lift	Yes
D	Door	Yes
E	Freight Elevator	Yes
F	Other (specify, if any)	Elevators and loading dock must be booked one week prior to delivery. The supplier must provide names of all installers and phone number and name of site supervisor. Loading dock can accommodate up to a 5 ton truck due to construction.
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 (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	Hardware Total as per article 1.5 of Annex A-1 of SA	\$
5	Total Evaluated (Bid) Price* (1 + 2 + 3+4):	\$
6	Contract Price(1+2+3+4):	\$
7	Applicable Tax(es):	\$
8	Total Estimated Cost (6+7):	\$

Table 9 – Bidder's Authorized Representative

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

ANNEX B**REQUIREMENT****1. GENERAL****1.1 Summary**

- 1.1.1 Public Works and Government Services Canada operating as Public Services and Procurement Canada require the supply, delivery and installation of the following accessories: LED task lamps, dual and single monitor arms.
- 1.1.2 Delivery and installation of accessories will be completed in two phases. Phase one will be delivery of all accessories. Public Services and Procurement Canada will provide secure storage area. Phase two will be the installation of all the accessories.

1.2 Standards

- 1.2.1 All products provided must comply with:
- 1.2.2 Ancillary products must be tested and meet the acceptance levels as described in ANSI/BIFMA X5.5.
- 1.2.3 Canadian Standards Association Group (CSA Group)
 - 1.2.3.1 CAN/CSA-ISO 9241-5-00 Ergonomic Requirements for Office work with Visual Display Terminals (VDTs)
 - 1.2.3.2 C22.2 No 9.0 General Requirements for Luminaires
 - 1.2.3.3 C22.2 No 12 Portable Luminaires

1.3 Document submitted with Bid

- 1.3.1 Product data: Submit standard product details, materials descriptions, dimensions of individual components and finishes should be submitted with the bid.
- 1.3.2 Shop drawings: Provide shop drawings that indicate elevations, materials, components, finishes, fastening to adjacent structure, assembly details (if required) and electrical connections should be submitted with the bid.
- 1.3.3 If documentation of 1.3.1 and 1.3.2 has not been provided, the Bidder will be notified that they must provide supporting documentation within two (2) business days following notification. Failure to comply within that time period, will deem the bid non-responsive and the bid will be given no further consideration.

1.4 Warranty

- 1.4.1 The warranty period will be a minimum of five (5) years

2. MONITOR ARMS**2.1 Description:**

- 2.1.1 Monitor Arms must be single monitor arm or dual monitor arm.
- 2.1.2 Dual monitor arms must be a dual arm with a rotational slider assembly that provides adjustability for separation between monitor sizes from 610mm (24") to 686mm (27") in either a landscape or portrait position.
- 2.1.2 A single monitor arm should support a maximum monitor size of 813mm (32").
- 2.1.3 The mounting interface must provide mounting brackets for both standard VESA 4 holes patterns: 75mm (2.9") x 75mm (2.9") or 100mm (3.9") x 100mm (3.9") or 100mm (3.9") x 200mm (7.9"). The monitor arm must be able to provide vertical and horizontal depth adjustment by the user without the use of tools.

2.2 Dimensions

- 2.2.1 The monitor arm must have a minimum of 241mm (9.5") total vertical adjustment.
- 2.2.2 Monitor arms must have a minimum of 406mm (16") horizontal depth (measured from the base of the swivel rotation center when the arm is fully extended towards the user).
- 2.2.3 Monitor arms must have swivel rotation limiter with 180° stop to prevent interference with back panel and obstacles behind the arm.

2.2.4 Monitor arms must be able to be adjusted to balance monitor weight of up to 10kg (22 pounds) for each monitor. Adjustment mechanisms can be pneumatic or spring tension (an allen key to increase or decreasing spring tension for monitor weight is acceptable) Mounted Monitor articulation: (Monitor must retain its adjusted set up position).

2.2.4.1 Tilt angle adjustment: Minimum 10° upwards and 30° downwards.

2.2.4.2 Yaw angle adjustment: 180° degree.

2.2.4.3 Rotation adjustment: min 90° from landscape to portrait position.

2.3 Finishes:

2.3.1 Monitor arm must be constructed from metal with a protective finishing.

2.4 Power and Data

2.4.1 Monitor arm must have secure cable management along the arm from the monitor attachment without interference with the movement of the monitor.

2.5 Support Bases:

2.5.1 Must provide mounting components for clamp mount to edge of the work surface.

3. Task Lights

3.1 Description:

3.1.1 All task lights must have an articulating arm.

3.1.2 All task lights must be equipped with Low Emitting Diode (LED) with a minimum lamp life of 35,000 hours

3.1.3 All task lights must be with an on/off switch

3.1.4 All task lights must have dimmable touch technology; range from 100% to 15%.

3.1.5 All task lights to have occupancy sensor that automatically shuts off when no activity is detected.

3.1.5.1 Sensor can be deactivated as required.

3.2 Finishes:

3.2.1 Articulating arm and weighted base must be painted metal.

3.2.2 The fixture head must be painted metal or plastic.

3.3 Power and data:

3.3.1 All lighting products must be CSA certified.

3.3.2 Must provide a minimum 1829mm (6 ft.) power cord.

3.4 Support/Bases

3.4.1 Must have a height adjustable arm with pivot capabilities to redirect light.

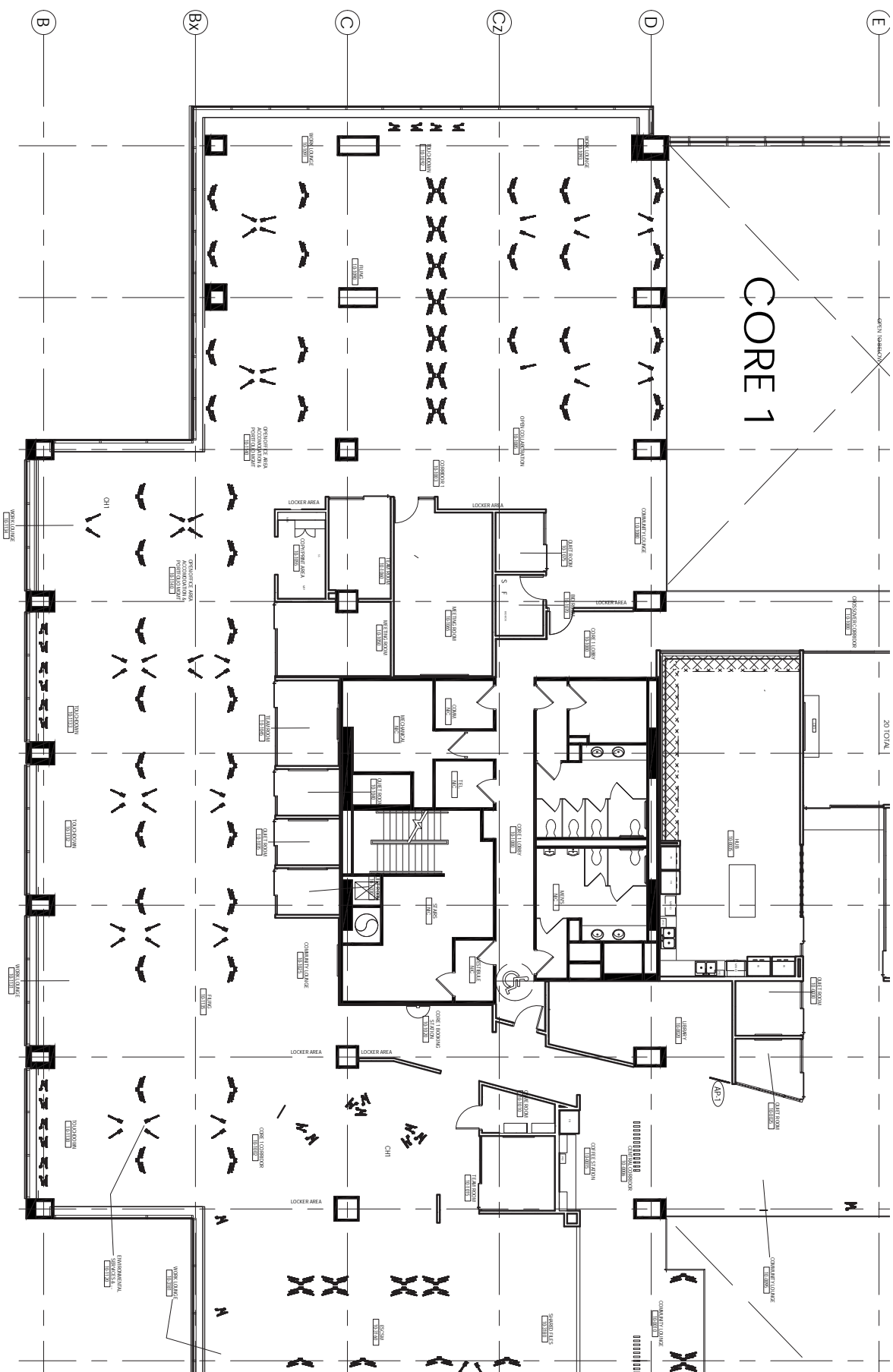
3.4.2 Task lights must be weighted so to not tip over.

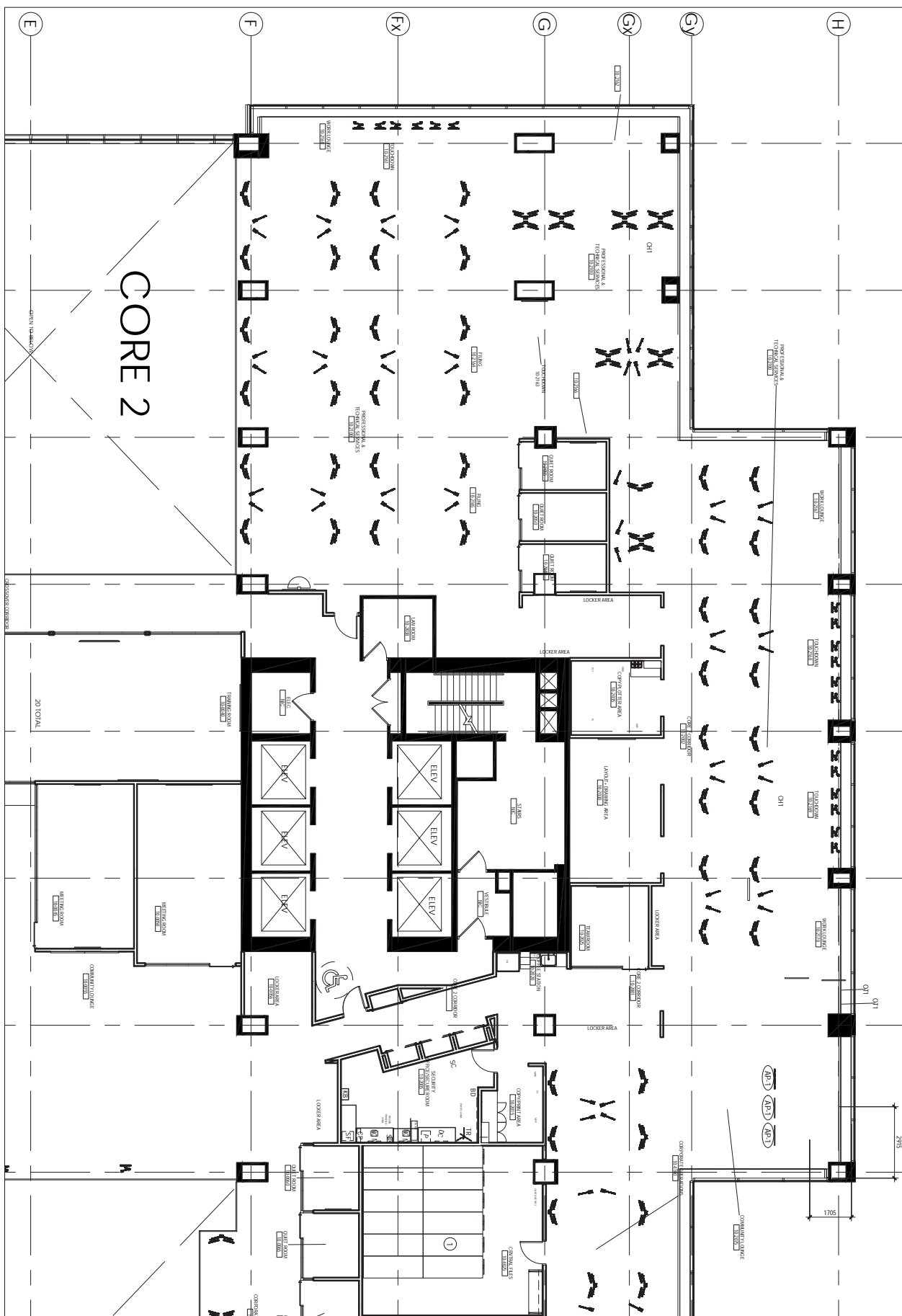
3.4.3 Must be desk base.

4. MANUALS & DATA

3.1 Operation and Maintenance Data: Submit manufacturer's written instructions for maintenance of operable components and cleaning procedures.

ANNEX C
FLOOR PLANS
(For Reference Only)





CORE 3

