



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

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

| | |
|---|---|
| Title - Sujet Workspaces SA Cat 1,2,3,5,6,non-SA | |
| Solicitation No. - N° de l'invitation H1085-183832/A | Date 2018-12-03 |
| Client Reference No. - N° de référence du client H1085-183832 | |
| GETS Reference No. - N° de référence de SEAG PW-\$\$PQ-983-75934 | |
| File No. - N° de dossier pq983.H1085-183832 | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-12-19 | 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: Wong, Michelle | Buyer Id - Id de l'acheteur pq983 |
| Telephone No. - N° de téléphone (819) 639-9834 () | 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

| | |
|--|--|
| 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 |



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.



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

☒ **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.

☒ **General Stream** 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.

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

An evaluation team composed of representatives of Canada 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: | December 19, 2018, 2:00pm EST |
| To physical location OR | 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 |
| Canada Post epost Connect **ONLY PHYSICAL OR EPOST SUBMISSIONS WILL BE ACCEPTED** **EMAILED SUBMISSIONS WILL NOT BE ACCEPTED** | Please contact PWGSC Bid Receiving Unit via email to open an epost Connect conversation. 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. | Seven (7) calendar 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. | X | Possession of security clearance(s) is required. The Contractor must meet the security clearance requirements contained in the clausings 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) | |
| | Name: | Michelle Wong |
| | Title: | Supply Specialist |
| | Department/Agency/Crown Corporation: | Public Works and Government Services Canada |
| | Address: | 140 O'Connor, Ottawa, ON K1A 0R5 |
| | Telephone No.: | 819-639-9934 |
| | E-mail address: | michelle.wong@tpsgc-pwgsc.gc.ca |
| 4.2 | Project Authority <i>[To be completed at contract award]</i> <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: | |
| | Title: | |
| | Department/Agency/Crown Corporation: | Health Canada |
| | 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: <i>[To be completed at contract award]</i> | |
| | Address: | |
| 7. | Defence Contract. This clause applies if the box below is checked. | |
| | <input type="checkbox"/> | The Contract is a defence contract within the meaning of the Defence Production Act , R.S.C. 1985, c. D-1. |



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, 6

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 Categories: 1, 2 & 5

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 1B | | | | | | |
| 1 | SPPTFSLxxRWFFCD542424 | | 10 | | \$ | \$ |
| 2 | SPPTFSLxxLWFFCD542424 | | 6 | | \$ | \$ |
| 3 | SPPTFSLxxRWFFCD542424 | | 10 | | \$ | \$ |
| 4 | SPPTFSLxxLWFFCD542424 | | 10 | | \$ | \$ |



| | | | | | | |
|---|-----------------------|--|---|--|----|----|
| 5 | SPPTFSLxxRWFFCD542424 | | 8 | | \$ | \$ |
| 6 | SPPTFSLxxLWFFCD542424 | | 6 | | \$ | \$ |

Category 2

| | | | | | | |
|----|------------|--|----|--|----|----|
| 7 | FSCAEA6024 | | 37 | | \$ | \$ |
| 8 | FSCAEA6024 | | 30 | | \$ | \$ |
| 9 | FSCAEA6024 | | 9 | | \$ | \$ |
| 10 | FSCAEA4824 | | 16 | | \$ | \$ |
| 11 | FSCAEA4824 | | 14 | | \$ | \$ |

Category 5

| | | | | | | |
|----|-------|--|----|--|----|----|
| 12 | MADME | | 16 | | \$ | \$ |
| 13 | MADME | | 17 | | \$ | \$ |
| 14 | MADME | | 14 | | \$ | \$ |

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 C.

| 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] \$ |
| 15 | Sit/Stand Range Height Adjustable Work Surfaces Electrically assisted 72" x 24" | 3 | | \$ | \$ |
| 16 | Sit/Stand Range Height Adjustable Base Only, without Work Surface Electrically assisted To accommodate work surface sizes ranging from 24"D and 48" to 72"L, with a 1" thick work surface. | 4 | | \$ | \$ |
| **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, 2, 7, 10, 12 | Health Canada Jeanne Mance Building 200 Eglantine Driveway Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 3, 4, 8, 13 | Health Canada LCDC Building 100 Eglantine Driveway Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 5, 6, 9, 11, 14, 15 | Health Canada Holland Cross, Tower “A” 11 Holland Avenue Ottawa, ON K1Y 4T2 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 16 | Public Health Agency of Canada Carling Square, Tower 2 785 Carling Avenue Ottawa, ON K1S 5H4 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| *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. **If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time. | | | | 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, 2, 7, 10, 12 | Health Canada Jeanne Mance Building 200 Eglantine Driveway Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 3, 4, 8, 13 | Health Canada LCDC Building 100 Eglantine Driveway Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 5, 6, 9, 11, 14, 15 | Health Canada Holland Cross, Tower “A” 11 Holland Avenue Ottawa, ON K1Y 4T2 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 16 | Public Health Agency of Canada Carling Square, Tower 2 785 Carling Avenue Ottawa, ON K1S 5H4 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| *Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 // to be coordinated with Project Authority before proceeding with installation. **If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. | | | | 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 Jeanne Mance Building, 200 Eglantine Driveway, Tunney's Pasture, Ottawa, ON K1A 0K9 |
| B | Dock Basement |
| C | Lift Does not exist |
| D | Door N/A |
| E | Freight Elevator Exist, Size 5'-0" X 5'-8", Door width 53" |
| F | Other (specify, if any) Facility can accommodate 5ton truck at MAXIMUM! |
| 2.2 | Loading Dock/Location |
| A | Location LCDC Building, 100 Eglantine Driveway, Ottawa, Tunney's Pasture, Ottawa, ON K1A 0K9 |
| B | Dock Ground floor |
| C | Lift Does not exist |
| D | Door N/A |
| E | Freight Elevator Does not exist, one(1) passenger elevator, size 5'-3" X 6'-9", Door width 42" |
| F | Other (specify, if any) Facility can accommodate 5ton truck at MAXIMUM! |
| 2.3 | Loading Dock/Location |
| A | Location Holland Cross, Tower "A", 11 Holland Avenue, Ottawa, ON K1Y 4T2 |
| B | Dock Ground floor |
| C | Lift Does not exist |
| D | Door N/A |
| E | Freight Elevator Does not exist, three(3) passenger elevators, size 4'-8" X 6'-8", Door width 42" |
| F | Other (specify, if any) Facility can accommodate tractor trailer. |
| 2.4 | Loading Dock/Location |
| A | Location Carling Square, Tower 2, 785 Carling Avenue, Ottawa, ON K1S 5H4 |
| B | Dock Does not exist. |
| C | Lift Does not exist. |
| D | Door N/A |
| E | Freight Elevator Does not exist, three(3) passenger elevators, size 5'-3" X 6'-6", Door width 42" |
| F | Other (specify, if any) Facility can accommodate 5ton truck at MAXIMUM! Contractor must provide its own ramp in order to be able to unload the cargo! |
| 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 (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 <i>(if Applicable)</i> | \$ |
| 5 | Total Evaluated (Bid) Price* (1 + 2 + 3 + 4) | \$ |

* Applicable taxes extra.

* At contract award, "Total Evaluated (Bid) Price" becomes "Contract Price".

Table 9 – Bidder's Authorized Representative

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

Product Category: 3

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] \$ |
| 1 | LLFC2DFDxxx1836xxxx | | 2 | | \$ | \$ |
| 2 | LLFC4DFDxxx1836xxxx | | 2 | | \$ | \$ |
| 3 | PEDSMCLC22xBFxxxxxx | | 23 | | \$ | \$ |
| 4 | PEDSMCLC22xBFxxxxxx | | 8 | | \$ | \$ |
| **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, 2 | Health Canada Holland Cross, Tower “A” 11 Holland Avenue Ottawa, ON K1Y 4T2 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 3 | Health Canada Jeanne Mance Building 200 Eglantine Driveway Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 4 | Health Canada Sir Frederick Banting Building 251 Sir Frederick Banting Driveway, Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| *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. **If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time. | | | | 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 deliver on the date and at the time below** | Firm Lot Price \$ |
| 1, 2 | Health Canada Holland Cross, Tower “A” 11 Holland Avenue Ottawa, ON K1Y 4T2 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 3 | Health Canada Jeanne Mance Building 200 Eglantine Driveway Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 4 | Health Canada Sir Frederick Banting Building 251 Sir Frederick Banting Driveway, Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| *Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 // to be coordinated with Project Authority before proceeding with installation. **If no dates and times are added by the Supplier, the Supplier agrees to install deliver on the Desired Date and Time. | | | | 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 | Jeanne Mance Building, 200 Eglantine Driveway, Tunney's Pasture, Ottawa, ON K1A 0K9 |
| B | Dock | Basement |
| C | Lift | Does not exist |
| D | Door | N/A |
| E | Freight Elevator | Exist, Size 5'-0" X 5'-8", Door width 53" |
| F | Other (specify, if any) | Facility can accommodate 5ton truck at MAXIMUM! |
| 2.2 | Loading Dock/Location | |
| A | Location | Holland Cross, Tower "A", 11 Holland Avenue, Ottawa, ON K1Y 4T2 |
| B | Dock | Ground floor |
| C | Lift | Does not exist |
| D | Door | N/A |
| E | Freight Elevator | Does not exist, three(3) passenger elevators, size 4'-8" X 6'-8", Door width 42" |
| F | Other (specify, if any) | Facility can accommodate tractor trailer. |
| 2.3 | Loading Dock/Location | |
| A | Location | Sir Frederick Banting Building, 251 Sir Frederick Banting Driveway, Tunney's Pasture, Ottawa, ON K1A 0K9 |
| B | Dock | Basement |
| C | Lift | Does not exist |
| D | Door | N/A |
| E | Freight Elevator | Does not exist, two(2) passenger elevators, size 5'-7" X 8'-1", Door width 66" |
| F | Other (specify, if any) | Facility can accommodate tractor trailer. |
| 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 (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 <i>(if Applicable)</i> | \$ |
| 5 | Total Evaluated (Bid) Price* (1 + 2 + 3 + 4) | \$ |

* Applicable taxes extra.

* At contract award, "Total Evaluated (Bid) Price" becomes "Contract Price".

Table 9 – Bidder's Authorized Representative

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

Product Category: 6

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] \$ |
| Tables & Meeting Room Furniture | | | | | | |
| 1 | TTPCCPLHBPDTSSSED72xx36 42NIL30xx | | 1 | | \$ | \$ |
| 8 | TTPCCPLHBPDTSSSED72xx36 42NIL30xx | | 8 | | \$ | \$ |
| 9 | TTCCQPMFBPETS LNIL36xx14 21NIL18xx | | 9 | | \$ | \$ |
| Collaborative Furniture | | | | | | |
| 2 | SCNTDTSBRPFSAWNILNLP NNILNILNILN | | 12 | | \$ | \$ |
| 3 | SCNCCTSBNILAWANILNLCR VINILNILN | | 8 | | \$ | \$ |
| 4 | SREFRDRDPDAUANILOMCF FVINILNILN | | 10 | | \$ | \$ |
| 5 | SREFRDRDPDAWANILOMCF FVINILNILN | | 10 | | \$ | \$ |
| 6 | SREBRQPNATWSAWUSOOM ABCSI234543541935 | | 11 | | \$ | \$ |



| | | | | | | |
|----|--|--|----|--|----|----|
| 7 | SREBRQPNDHUSAWUSOOM ABCSI234543541935 | | 11 | | \$ | \$ |
| 10 | SCNTDTSBRPFSAWNILNLP NNILNILNILN | | 35 | | \$ | \$ |
| 11 | SCNCCTSBNILAWANILNCCR VINILNILN | | 41 | | \$ | \$ |
| 12 | SREFRDRDPDPAUANILOMCF FVINILNILN | | 8 | | \$ | \$ |
| 13 | SREFRDRDPDPAWANILOMCF FVINILNILN | | 40 | | \$ | \$ |
| 14 | SRESQPANILAWANILOMCF FVINILNILN | | 2 | | \$ | \$ |
| 15 | SRESTQPANILAWANILOMCF VINILNILN | | 2 | | \$ | \$ |
| 16 | SREBRQPNATWSAWUSOOM ABCSI234543541935 | | 1 | | \$ | \$ |
| 17 | SREBRQPNDHUSAWUSOOM ABCSI234543541935 | | 1 | | \$ | \$ |

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 C.

| 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] \$ |
| 18 | High Table (Bar Height) Square 24" x 24" Height 41"-43" Laminated surface with metal legs | 2 | | \$ | \$ |
| 19 | High Table (Bar Height) Square 24" x 24" Height 41"-43" Laminated surface with metal legs | 3 | | \$ | \$ |
| 20 | Coffee Table Square 24" x 24" Height 18"-21" Laminated surface with metal legs | 2 | | \$ | \$ |
| 21 | Coffee Table Square 24" x 24" Height 18"-21" Laminated surface with metal legs | 17 | | \$ | \$ |
| 22 | Coffee Table on casters Round Diameter 18" Height 18"-21" Laminated surface with glass top | 14 | | \$ | \$ |



| | | | | | |
|---|---|----|---------------|----|----|
| 23 | Coffee Table on casters Round Diameter 18" Height 18"-21" Laminated surface with glass top | 2 | | \$ | \$ |
| 24 | Coffee Table Round Diameter 30" Height 18"-21" Laminated surface with glass top | 11 | | \$ | \$ |
| 25 | Coffee Table Round Diameter 30" Height 18"-21" Laminated surface with glass top | 2 | | \$ | \$ |
| **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 \$ |
| 1-7, 18, 20, 22, 24. | Health Canada Jeanne Mance Building 200 Eglantine Driveway Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 8-17, 19, 21, 23, 25. | Health Canada Sir Frederick Banting Building, 251 Sir Frederick Banting Driveway, Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| *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. **If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time. | | | | 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 \$ |
| 1-7, 18, 20, 22, 24. | Health Canada Jeanne Mance Building 200 Eglantine Driveway Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Outside Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| 8-17, 19, 21, 23, 25. | Health Canada Sir Frederick Banting Building, 251 Sir Frederick Banting Driveway, Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Normal] | (Y) | \$ |
| | | | | (M) | |
| | | | | (D) | |
| *Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 // to be coordinated with Project Authority before proceeding with installation. **If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. | | | | Installation Total: | \$ |

Table 4 – Optional 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] \$ |
| 1 | SCNTDTSBRPFSAWNIL NILPPNNILNILNILN | | 4 | | \$ | \$ |
| 2 | SCNCCTSBNILAWANILN ILCCRVINILNILN | | 4 | | \$ | \$ |
| 3 | SREFRDRDPDPAUANIL OMCFFVINILNILN | | 5 | | \$ | \$ |
| 4 | SREFRDRDPDPAWANIL OMCFFVINILNILN | | 5 | | \$ | \$ |
| 5 | SREBRQPNATWSAWUS OOMABCSI234543541 935 | | 5 | | \$ | \$ |
| 6 | SREBRQPNDHUSAWUS OOMABCSI234543541 935 | | 5 | | \$ | \$ |



| 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 C. | | | | | |
|---|---|-----|----------------------------|-------------------------|---------------------------------------|
| 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] \$ |
| 7 | High Table (Bar Height) Square 24" x 24" Height 41"-43" Laminated surface with metal legs | 1 | | \$ | \$ |
| 8 | Coffee Table Square 24" x 24" Height 18"-21" Laminated surface with metal legs | 1 | | \$ | \$ |
| 9 | Coffee Table on casters Round Diameter 18" Height 18"-21" Laminated surface with glass top | 7 | | \$ | \$ |
| 10 | Coffee Table Round Diameter 30" Height 18"-21" Laminated surface with glass top | 5 | | \$ | \$ |
| **Must not exceed ceiling unit price in SA. | | | Product Total | | \$ |

Table 5 – Optional Delivery

| Section A - IU REQUIREMENT | | | | Section B – SUPPLIER’S BID | |
|--|--|---------------------------|--|---|-------------------|
| Product Item # from Table 4 | 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 \$ |
| 1-10 | Health Canada Jeanne Mance Building 200 Eglantine Driveway Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Outside Normal] | (Y) (M) (D) | \$ |
| *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. **If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time. | | | | Delivery Total: | \$ |



Table 6 – Optional Installation

| Section A - IU REQUIREMENT | | | | Section B – SUPPLIER'S BID | |
|---|--|---------------------------|--|---|-------------------|
| Product Item # from Table 4 | 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 \$ |
| 1-10 | Health Canada Jeanne Mance Building 200 Eglantine Driveway Ottawa, ON K1A 0K9 | On or prior to 2019/03/28 | [Outside Normal] | (Y) (M) (D) | \$ |
| *Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 // to be coordinated with Project Authority before proceeding with installation. **If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. | | | | Installation Total: | \$ |

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 | Jeanne Mance Building, 200 Eglantine Driveway, Tunney's Pasture, Ottawa, ON K1A 0K9 |
| B | Dock | Basement |
| C | Lift | Does not exist |
| D | Door | N/A |
| E | Freight Elevator | Exist, Size 5'-0" X 5'-8", Door width 53" |
| F | Other (specify, if any) | Facility can accommodate 5ton truck at MAXIMUM! |
| 2.2 | Loading Dock/Location | |
| A | Location | Sir Frederick Banting Building, 251 Sir Frederick Banting Driveway, Tunney's Pasture, Ottawa, ON K1A 0K9 |
| B | Dock | Basement |
| C | Lift | Does not exist |
| D | Door | N/A |
| E | Freight Elevator | Does not exist, two(2) passenger elevators, size 5'-7" X 8'-1", Door width 66" |
| F | Other (specify, if any) | Facility can accommodate tractor trailer. |



| | |
|-----------|--|
| 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 | Optional Product Total (Table 4) | \$ |
| 5 | Optional Delivery Total (Table 5) | \$ |
| 6 | Optional Installation Total (Table 6) | \$ |
| 7 | Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i> | \$ |
| 8 | Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6 + 7) | \$ |

* Applicable taxes extra.

* At contract award, "Total Evaluated (Bid) Price" becomes "Contract Price".

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

The security requirements set out in the attached Security Requirements Check List (SRCL) and in the terms below apply to and form part of the Contract.

1. The Contractor personnel requiring access to PROTECTED information, assets or sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by Health Canada/PHAC or the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor MUST NOT remove any PROTECTED information or assets from the identified work site(s), and the Contractor must ensure that its personnel are made aware of and comply with this restriction.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of Health Canada/PHAC.



Contract Number / Numéro du contrat

1500172331

Security Classification / Classification de sécurité
UNCLASSIFIED

SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

| PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE | | |
|---|--|--|
| 1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine Health Canada | | 2. Branch or Directorate / Direction générale ou Direction Real Property & Security Directorate |
| 3. a) Subcontract Number / Numéro du contrat de sous-traitance T.B.D. | | 3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant N/A, T.B.D. via competitive process |
| 4. Brief Description of Work / Brève description du travail Competitive acquisition of furniture, delivery and installation services to Health Canada facilities in accordance with terms and conditions of PWGSC SA#E60PQ-140003/0xx/PQ. | | |
| 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? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7, c) (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 courier 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 <input type="checkbox"/> | COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/> | 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"/> |



Contract Number / Numéro du contrat

1500172331

Security Classification / Classification de sécurité
UNCLASSIFIED

PART A (continued) / PARTIE A (suite)

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? ☒ No ☐ Yes
Non Oui
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité :
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? ☒ No ☐ Yes
Non Oui
- Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / 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 FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL | <input type="checkbox"/> SECRET SECRET | <input type="checkbox"/> TOP SECRET TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET COSMIC 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? ☒ No ☐ Yes
Non Oui
If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? ☐ No ☐ Yes
Non Oui

PART C - SAFEGUARDS (SUPPLIER) / 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
Non Oui
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
Non Oui

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
Non Oui

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



Contract Number / Numéro du contrat

1500172331

Security Classification / Classification de sécurité
UNCLASSIFIED

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 safeguarding 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 sauvegarde 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 saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

| Category Catégorie | PROTECTED PROTÉGÉ | | | CLASSIFIED CLASSIFIÉ | | | NATO | | | | COMSEC | | | | | |
|--|----------------------|---|---|-------------------------|--------|----------------|---------------------------------|----------------------|----------------|-------------------------|--------------------------|---|---|--------------|--------------|------------|
| | A | B | C | CONFIDENTIAL | SECRET | TOP SECRET | NATO RESTRICTED | NATO CONFIDENTIAL | NATO SECRET | COSMIC TOP SECRET | PROTECTED PROTÉGÉ | | | CONFIDENTIAL | SECRET | TOP SECRET |
| | | | | CONFIDENTIEL | | TRÈS SECRET | NATO DIFFUSION RESTREINTE | NATO CONFIDENTIEL | | | COSMIC TRÈS SECRET | A | B | C | CONFIDENTIEL | |
| Information / Assets Renseignements / Biens Production | | | | | | | | | | | | | | | | |
| IT Media / Support TI | | | | | | | | | | | | | | | | |
| IT Link / Lien électronique | | | | | | | | | | | | | | | | |

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS 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 LVERS 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 indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



ANNEX C NON SUPPLY ARRANGEMENT (NSA) PRODUCTS

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

1. Specifications

1.1 Height adjustable Sit/Stand bases and Sit/Stand bases with work surfaces must meet or exceed Supply Arrangement Technical Specifications for Sit/Stand bases;

1.2 All Non-SA Category-6 items must match style, design and colours of SA items offered under the same category.

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 C 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.