



**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
L'Esplanade Laurier,
East Tower 7th Floor
Tour est 7e étage,
140 O'Connor, Street,
140 O'Connor, rue O'Connor,
Ottawa
Ontario
K1A 0R5

Title - Sujet Conference and Dining Room Chairs		
Solicitation No. - N° de l'invitation 47419-194576/A		Date 2019-03-13
Client Reference No. - N° de référence du client 1000344576		
GETS Reference No. - N° de référence de SEAG PW-\$\$\$PQ-984-76684		
File No. - N° de dossier pq984.47419-194576	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-04-23		Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
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: Kavanagh, Paul		Buyer Id - Id de l'acheteur pq984
Telephone No. - N° de téléphone (819) 639-5193 ()		FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes		

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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	2
1.1 SECURITY REQUIREMENTS	2
1.2 STATEMENT OF WORK <i>OR</i> REQUIREMENT	2
1.3 DEBRIEFINGS	2
1.4 TRADE AGREEMENTS	2
1.5 EPOST CONNECT SERVICE	2
PART 2 - BIDDER INSTRUCTIONS	2
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	2
2.2 SUBMISSION OF BIDS	3
2.3 ENQUIRIES - BID SOLICITATION	3
2.4 APPLICABLE LAWS	3
PART 3 - BID PREPARATION INSTRUCTIONS	4
3.1 BID PREPARATION INSTRUCTIONS	4
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	5
4.1 EVALUATION PROCEDURES	5
4.2 BASIS OF SELECTION	6
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION	6
5.1 CERTIFICATIONS REQUIRED WITH THE BID	7
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	7
PART 6 - RESULTING CONTRACT CLAUSES	8
6.1 SECURITY REQUIREMENTS	8
6.2 STATEMENT OF REQUIREMENT	8
6.3 STANDARD CLAUSES AND CONDITIONS	8
6.4 TERM OF CONTRACT	9
6.5 AUTHORITIES	9
6.6 PAYMENT	10
6.7 INVOICING INSTRUCTIONS	10
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION	11
6.9 APPLICABLE LAWS	11
6.10 PRIORITY OF DOCUMENTS	11
6.11 <i>SACC MANUAL</i> CLAUSES	11
ANNEX "A" - STATEMENT OF REQUIREMENT (CONFERENCE AND DINING ROOM CHAIR)	12
ANNEX A-1 DELIVERY	14
ANNEX "B"	15
BASIS OF PAYMENT	15
ANNEX "C" TO PART 3 OF THE BID SOLICITATION	16
ELECTRONIC PAYMENT INSTRUMENTS	16

PART 1 - GENERAL INFORMATION

1.1 Security Requirements

Not Applicable

1.2 Statement of Requirement

Canada Border Services Agency has a requirement for the supply and delivery of conference and dining room chairs. There is a requirement for chairs with and without arms. The Contractor must provide the items detailed at Annex "B" Basis of Payment in accordance with the Requirement at Annex "A".

1.3 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

1.4 Trade Agreements

"The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA)."

1.5 epost Connect service

"This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information."

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003](#) (2018-05-22) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 120 days

2.2 Submission of Bids

Bids must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date and time indicated on page 1 of the bid solicitation:

Bid Receiving Unit – PSPC

Epost Connect: TPSGC.DGAreceptiondessoumissions-ABBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca

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

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Québec.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

- If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. Bidders must provide their bid in a single transmission. The **epost Connect** service has the capacity to receive multiple documents, up to 1GB per individual attachment.

The bid must be gathered per section and separated as follows:

Section I: Technical Bid
Section II: Financial Bid
Section III: Certifications
Section IV: Additional Information

- If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid (_2_ hard copies and 1 soft copy on CD or USB key)
Section II: Financial Bid (_1_ hard copies and 1 soft copy on CD or USB key)
Section III: Certifications (_1_ hard copies and 1 soft copy on CD or USB key)
Section IV: Additional Information (_1_ hard copies and 1 soft copy on CD or USB key)

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

- If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

Section I: Technical Bid

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

3.1.1 Electronic Payment of Invoices – Bid

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

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

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

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

3.1.3 SACC Manual Clauses

Section III: Certifications

Bidders must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

4.1.1.1.A. Mandatory Technical Specifications Criteria (MTSC)	
MTSC1	<p>MTSC1: The Bidder must certify that all the products offered at Annex B – Basis of Payment conform to the specifications detailed in Annex A – Statement of Requirement –Conference and Dining room Chair.</p> <p>MTSC1.2: To demonstrate MTSC1, the Bidder must complete, sign and date the Product Conformance certification clause in accordance with Part 5 - Certifications of this solicitation.</p>
MT2	<p>MTSC 2.1 Authorized Dealer If the Bidder is not the manufacturer of the products offered but is submitting an offer offering the products of a manufacturer(s), the Offeror must:</p> <ul style="list-style-type: none">i. Be an authorized dealer of the manufacturer(s) for the products delivered;ii. Submit a letter of authorization from each manufacturer whose products are being offered <p>The letter must:</p> <ul style="list-style-type: none">i. Be signed by the manufacturer and be under the letterhead of the manufacturer;ii. List the products name/series offered;iii. List the model number offered; andiv. Confirm that the Bidder is in fact an authorized dealer for the products specified in the letter.

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

	Mandatory Financial Criteria
MF1	<p>MFC 1</p> <p>The Bidder must submit their proposed product and firm prices (including delivery) at Annex B Basis of payment.</p> <p>The Bidder must submit their proposed product and pricing in accordance with Part 3, section II Financial Bid of this solicitation in electronic or hard copy.</p> <p>Prices must appear at Annex B Basis of Payment <i>only</i>.</p>
MT2	<p>MFC 2.1</p> <p>The Bidder must submit their pricing in accordance with Part 3 Financial offer of this solicitation in electronic or hard copy.</p> <p>Prices must appear at Annex B – Basis of payment only.</p>

SACC Manual Clause [A0220T](#) (2014-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 SACC Manual Clause [A0031T](#) (2010-08-16), Basis of Selection - Mandatory Technical Criteria

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Product Conformance

The Bidder certifies that all the products offered conform, and will continue to conform throughout the duration of the Contract, to all specifications of the "Requirement" at Annex "A" .

Manufacturer: _____

Model/ Series: _____

Signature

Date

PART 6 - RESULTING CONTRACT CLAUSES

Delete this title and the following sentence at contract award

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Statement of Requirement

Canada Border Services Agency has a requirement for the supply and delivery of conference and dinning room chairs. There is a requirement for chairs with and without arms . The Contractor must provide the items detailed at Annex "B" Basis of Payment in accordance with the Requirement at Annex "A".

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

6.3.1 General Conditions

2010A (2018-06-21), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

DELETE: The warranty period will be twelve (12) months.

INSERT: The warranty period will be ten (10) years, with the exception of user adjustable components, which must have a warranty of five (5) years.

Section 09 entitled Warranty of general conditions 2010A is amended by deleting subsection 2 in its entirety and replacing it with the following:

2. The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

All other provisions of the warranty section remain in effect.

6.4 Term of Contract

6.4.1 Delivery Date.

All the deliverables must be received asper Annex A-1.

6.4.1 Delivery points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A-1" of the Contract.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Paul Kavanagh (M)
Title: Supply Specialist
Public Services and Procurement Canada
Furniture & Office Supplies Division
140 O'Connor, Ottawa

Telephone: 819-639-5193

E-mail address: paul.kavanagh@tpsgc-pqwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.5.2 Project Authority

The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____ ____ ____
Facsimile: ____ ____ ____
E-mail address: _____

The Project Authority 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. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Contractor's Representative

Name: _____
Title: _____
Organization: _____
Telephone: _____
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex B – Basis of Payment for a cost of \$ (To be inserted at contract award). Customs duties are included and Applicable Taxes are extra.

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

6.6.2 Limitation of Expenditure

SACC Manual clause C6000C _____ (2017-08-17) Limitation of Price

6.6.3 Multiple Payments

SACC Manual clause H1001C (2008-05-12), Multiple Payments

6.6.4 Electronic Payment of Invoices – Contract

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified on the invoice is completed.
2. Invoices must be distributed as follows:
 - (a) The original and one (1) copy must be forwarded to the consignee for acceptance and payment at the following address: (to be inserted at contract award)
 - (b) One (1) copy must be forwarded or e-mail to the Contracting Authority identified under the section entitled "Authorities" of the Contract.
 - (c) One (1) copy must be forwarded or e-mail to the Project Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications and Additional Information

6.9.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

6.8.2 Product Conformance Certification

The Contractor warrants that the Product Conformance Certification submitted by the Contractor is accurate and complete, and that the products provided under this Contract are in accordance with Annex A - Requirement. The Contractor must keep proper records and documentation relating to the product conformance and the Testing Requirements in Annex A. The Contractor must not, without obtaining the prior written consent of the Contracting Authority, 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.

Nothing in this clause must be interpreted as limiting the rights and remedies which Canada may otherwise have pursuant to this contract.

In addition, the Contractor must provide representatives of Canada access to all locations where any part of the Work is being performed at any time during working hours. Representatives of Canada may make examinations and such tests of the Work as they may think fit. The Contractor must provide all assistance and facilities, test pieces, samples and documentation that the representatives of Canada 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. The Contractor must forward such test.

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Québec.

6.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the supplemental General Conditions Goods (Medium Complexity) 2010A (2016-04-04);
- (c) Annex A, Statement of Requirement – Conference and dining chairs;
- (d) Annex B, Basis of Payment
- (g) Annex C, Electronic Payment Instructions
- (h) the Contractor's bid dated _____ (*insert date of bid*)

6.11 SACC Manual Clauses

SACC Reference	Title	Date
A9068C	Government Site Regulations	2010-01-11
B7500C	Excess Good	2006-06-16
G1005C	Insurance	2016-01-28

ANNEX "A" - STATEMENT OF REQUIREMENT (Conference and dining room Chair)

1. SCOPE OF WORK

2. REFERENCES

3. PERFORMANCE REQUIREMENTS

4. TEST REQUIREMENTS

5. Products

1. SCOPE OF WORK

- 1.1 This specification is for the acquisition of chairs that will be used in both a conference room and a dining room.
- 1.2 Product must be from the same manufacturer.
- 1.3 All products must be new.

2. REFERENCES

- 2.1 American National Standards Institute (ANSI) / Business and International Furniture Manufacturers Association (BIFMA International)
 - 2.1.1 ANSI/BIFMA x 5.4 - American National Standard for Office Furnishings - Lounge Seating - Tests.
 - 2.1.2 ANSI/BIFMA M7.1-American National Standard For Office Furnishings - Standard Test Method For determining VOC Emissions From Office Furniture Systems, Components and Seating.
 - 2.1.3 ANSI/BIFMA X5.1-, American National Standard For General Purpose Office Chairs.
 - 2.1.4 BIFMA Mechanical Test Standards-Complied Definitions –BIFMA-PD-1
- 2.2 California Department of Consumer Affairs California Technical Bulletin 117 - Requirement Test Procedure and Apparatus for Testing the Flame Retardance of Resilient Filling Materials Used in Upholstered Furniture.
- 2.3 Association of Contract Textiles (ACT)
 - 2.3.1 Voluntary Performance Guidelines for Upholstery.
- 2.4 Canadian General Standards Board (CGSB)
 - 2.4.1 GreenGuard Certification Standards for Low-Emitting Products.
 - 2.4.2 CAN/CGSB-44.227 Free-standing Office Desk Products and Components.

2.5 *This document must be read in conjunction with the latest version of the Government of Canada Workplace 2.0 Fit-up Standards.*

NOTE: Reference to the above publications, or test methods, is to the latest issue unless otherwise specified.

3. PERFORMANCE REQUIREMENTS

3.1 The finished products must be stable, uniform in quality, style, material and workmanship, and be clean and free from defects that may affect appearance, serviceability and safety.

3.2 External surfaces must be smooth and all edges must be rounded and/or beveled. All accessible surfaces must be free from sharp edges, burrs and any other hazards to safety.

4. TEST REQUIREMENTS

4.1 All ANSI/BFMI tests only must be completed at an acceptable testing facility. An independent testing laboratory and/or a company owned laboratory are acceptable provided that the laboratory has been accredited by a nationally recognized body such as Standards Council of Canada, A2LA (American Association for Laboratory Accreditation) or is listed on the Canadian General Standards Board (CGSB) Laboratory Acceptance Program.

4.2 Seating – All seating must meet the requirements of this specification and the acceptance levels of the performance tests described in ANSI/BIFMA X5.4.

4.3 Screens – All screens must meet the acceptance criteria provided in ANSI/BIFMA X5.6 when tested in accordance with the appropriate tests from the referenced standard.

4.4 Flammability - All applicable components must comply with California Technical Bulletin 117.

4.5 Upholstery - The fabric used to upholster the chairs must at least meet the ACT textile performance Guidelines for upholstery and must pass its applicable testing requirements and acceptance levels.

4.6 Revised Test Standard(s): Reference is made to the testing Standards listed within this annex and to the requirement that all products offered in the SO have successfully passed the referenced testing Standards. If the referenced test Standards change, the products must successfully pass the revised test Standard(s). Only the tests that have been revised must be performed, and, this testing must occur within nine months from the date of the revised test Standard(s).

4.7 Product Changes: When physical changes are made to products already tested against the above referenced test Standards, the changed product(s) must also be tested within nine months from the date of the product change. The applicable tests and the applicable test Standards will be those deemed by Acceptable Test Facility.

4.8 For all test reports that are not specific to the products in this solicitation, the Supplier must provide an explanation to Canada as to why the "worst-case condition" applies to the products. The definition of "worst-case condition" can be found in BIFMA PD-1.

5. Products

5.1 Description:

- 5.1.1 Dining Chairs
- 5.1.2 Two piece back and seat
- 5.1.3 Must have 4 legs (rectilinear, square or round)
- 5.1.4 80 chairs with arms and 80 chairs armless
- 5.1.5 Must be stackable
- 5.1.6 Waterfall edge

5.2 Finishes:

- 5.2.1 Fabric Backs, Seat Upholstered, colour T.B.D. by the client from manufacturer's full range.
- 5.2.2 Base or legs and frame must be chrome base or metal.

5.3 Dimensions:

- 5.3.1 Seat height must be between min. 419.1mm to max. 444,5mm (min.16.5" to max. 17.5") +/- 12.7mm (1/2") above finished floor.
- 5.3.2 Overall seat depth must be between min. 469.9mm D to max. 508mm D. (min. 18.25" D to max. 20" D). Tolerance of +/-12.7mm (1/2").
- 5.3.3. The chairs must have an opening at the bottom with a maximum gap of 76.2mm (3 inches) between the seat back and seat pan.

Annex A-1 Delivery

1.0 DELIVERY

The following table indicates where furniture is required to be delivered to.

Location
CBSA College
475, Chemin Grande-Ligne
Rigaud, Quebec
J0P 1P0
450-451-6711

2.0 DELIVERY Schedule

DELIVERY DATE: While delivery is requested by June 27, 2019.

3.0 DELIVERY INFORMATION

2.1 Delivery will be required for regular working hours:
Regular working hours: 08:00 to 16:00

2.2 Access to loading docks will be determined with the project Authority.

Solicitation No. - N° de l'invitation
47419-194576/A
Client Ref. No. - N° de réf. du client
47419-194576/A

Amd. No. - N° de la modif.
File No. - N° du dossier
47419-194576/A

Buyer ID - Id de l'acheteur
PQ984
CCC No./N° CCC - FMS No./N° VME

ANNEX "B"

Basis of payment

Table 1 Basis of Payment

Item	Description	Proposed Item <i>[proposed Manufacturer, Series, model]</i>	Estimated Quantity	Firm Unit Price (Delivery included)	Extended Total (Quantity x Firm Unit Price)
1	Conference/ Dining chair with arms		80	\$	\$
2	Conference/ Dining chair armless		80	\$	\$
Total Evaluated Price* (Sum of Extended Totals)					\$
Applicable Taxes					\$

Table 2: Bid Evaluation and Contract Total *(Canada may complete if not completed by the Bidder)*

1	Firm Product Total (Table 1)	\$
8	Total Evaluated (Bid) Price*(1 + 2) <i>[to be removed at award]</i>	\$

Solicitation No. - N° de l'invitation
47419-194576/A
Client Ref. No. - N° de réf. du client
47419-194576/A

Amd. No. - N° de la modif.
File No. - N° du dossier
47419-194576/A

Buyer ID - Id de l'acheteur
PQ984
CCC No./N° CCC - FMS No./N° VME

ANNEX “C” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument(s):

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