



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

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

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

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

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

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

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

Comments - Commentaires

Title - Sujet Office Furniture Category 1-6	
Solicitation No. - N° de l'invitation EP916-193456/A	Date 2019-04-18
Client Reference No. - N° de référence du client 20193456	
GETS Reference No. - N° de référence de SEAG PW-\$\$PQ-994-76936	
File No. - N° de dossier pq994.EP916-193456	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-05-13	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Racette(pq994), Christopher	Buyer Id - Id de l'acheteur pq994
Telephone No. - N° de téléphone (819) 664-1606 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: see herin	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

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

Issuing Office - Bureau de distribution

Furniture Division/Division des ameublements
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

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

Annex E - Standard REQUEST FOR BID (RFB)

GC CO WORKING 555 LEGGET DRIVE

TABLE OF CONTENTS

Section 1 – Invitation and Instructions to Bidders

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

SECTION 1 – INVITATION AND INSTRUCTIONS TO BIDDERS

Step 1. For Tier 2 and Tier 3 only (If Tier 1, skip this step and proceed with step 2)

Step 2. Competitive

For competitive Requirements when more than one bid is received:

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

For Competitive Requirements when only one bid is received:

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

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.

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 on the date and at the time indicated below.	
By no later than date and time:	See front page
To physical location (<i>if applicable</i>)	Bid Receiving - PWGSC Place du Portage, Phase III, Tower B 11 Laurier Street Gatineau, Quebec For couriers: J8X 4A6 For regular mail: K1A 0S5 Telephone: (819) 420-7201 Fax No.: (819) 997-9776
Additional Bid Submission option epost Connect service:	NCR address: tpsgc.dgareceptiondessoumissions-abbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca
RFB Enquiries	
Unless a different period is listed in the adjacent column, Bidders may submit enquires about the RFB to the Contracting Authority two business days prior to the RFB closing date. Enquiries received after the timeline indicated may not be answered.	5 business days

SECTION 2 - RESULTING CONTRACT CLAUSES

1.	Terms and Conditions of the Contract	
	The terms and conditions of Parts 6B and 6C of the Supplier's SA within the series E60PQ-140003/PQ apply to and form part of this Contract.	
2.	Security Requirement (the checked article applies)	
2.1	The applicable security requirement(s) is (are) set out in the Security Requirement Check List attached as Annex B of this contract. The Contractor must fulfill the security requirements by meeting the terms below.	
a.		Contractor may be escorted; possession of security clearance not required. Contractor personnel MAY NOT ENTER NOR PERFORM WORK ON sites where PROTECTED or CLASSIFIED information or assets are kept, without an escort provided by the department or agency for which the work is being performed.
b.		Possession of security clearance(s) is required. The Contractor must meet the security clearance requirements contained in the clausing in Annex B herein.
c.	X	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:	Christopher Racette

	Title:	Supply Specialist
	Department/Agency/Crown Corporation:	PSPC
	Address:	140 O'Connor St, L'Esplanade Laurier, East Tower, 7th Floor
	Telephone No.:	
	E-mail address:	christopher.racette@tpsgc-pwgsc.gc.ca
4.2	<p>Project Authority <i>[To be completed at contract award]</i></p> <p><i>The Project Authority (PA) is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract.</i></p> <p><i>In addition, the PA is also responsible for ensuring that the Supplier's employees and subcontractors requiring access to the site adhere to the allocated time for the Supplier to access the site to deliver and install the furniture in accordance with the master schedule held by the General Contractor (a representative of Canada or a service provider(s) under contract with the Government of Canada).</i></p>	
	Name:	
	Title:	
	Department/Agency/Crown Corporation:	
	Address:	
	Telephone No.:	
	E-mail address:	
4.3	<p>Contractor's Representative</p> <p>As set out in Annex A, Table 9 below.</p>	
5.	<p>Method of Payment</p> <p>The checked box applies. If the Contractor's SA indicates acceptance for payment by credit card, that method may be used in conjunction with the following.</p>	
	<input type="checkbox"/>	Single Payment
	<input checked="" type="checkbox"/>	Multiple Payment
6.	<p>Invoicing <i>(optional)</i></p> <p>Further to the Invoicing terms of the WTCM document, the Contractor will deliver the original and one copy of the invoice to the following address for certification and payment:</p>	
	Name of the organization and contact: <i>[To be completed at contract award]</i>	
	Address:	
7.	<p>Defence Contract. This clause applies if the box below is checked.</p>	
	<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**

*** Exception: when using the Cat 1, 2, 5 combined categories rule, IU's may calculate the percentage of NSA product allowed (as defined in their solicitation document) against the total quantity of the combined categories.**

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) **prior to the manufacturing/ordering of the products**, 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.

NSA:

NSA products can be incorporated in the RFB and must not exceed 30% of the firm quantity by category. NSA items must be added to the category that is most closely related and must be generic.

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
- 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 product 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 products are defined as products with similar design and construction. If NSA products form part of the requirement, the IU must validate the 30% NSA prior to subdividing the category. NSA products can be added to any subdivide or in its own subdivide.

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

- g. NSA Product(s) – Category(ies): [2](#) and [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. **Bidders must provide a complete product offering for each category, or CAT 6 sub-divide they wish to submit a bid in order to be compliant.** 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 <i>(Additional product details may be inserted, if required as per 6B. 4.1 of the SA)</i>	Qty	Supplier Part Number	Firm Unit Price** \$	Extended Total [Qty x Price] \$
Category 1 A						
1)	Refer to Annex C and Floor Plans.					\$
Category 1 B						
2)	SPLSSSLxRSLFFDCxx4815	Height must not interfere with height range of height-adjustable tables. / La hauteur ne doit pas gêner la plage des hauteurs des tables dont la hauteur est réglable. ST15x48	4		\$	\$
3)	SPLSSSLxRDDxxCxx6018	ST18x60	1		\$	\$
4)	WSxxPMLHRxxxxxxxx2424	WS24x24	3		\$	\$
5)	WSxxPMLHRxxxxxxxx4824	WS24x28	3		\$	\$
Category 2						
6)	FSCAEA4830	WS30x48	3		\$	\$
7)	FSCAEA5430	WS30x54	4		\$	\$
Category 5						
8)	MADMG	Dual Monitor Arms to be installed on height-adjustable work surfaces. / Installer les bras pour deux moniteurs sur des surfaces de travail dont la hauteur est réglable.	7		\$	\$
9)	TLDBT	Desk Base Task Light at stationary work surfaces. / À l'emplacement de surfaces de travail inamovibles, monter la lampe de travail en la fixant à l'ouvrage d'assise du pupitre.	5		\$	\$
10)	TLCWS	Task Light Clamped to Work surface at height-adjustable work surfaces. / Lampe de travail, àagrafer à la surface de travail et ce, à l'emplacement de surfaces de travail dont la hauteur est réglable.	21		\$	\$

NSA products <i>(must not exceed 30% of the firm quantity by category)</i>					
The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.					
Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
#	NSA Product(s) Description	Qty	Supplier Part Number	Firm Unit Price** \$	Extended Total [Qty x Price] \$
11)	Desk top power modules with 2 power duplexes and 2 USB ports to be installed on all height-adjustable desks. / Modules d'amenée de courant sur la partie supérieure du pupitre, avec deux prises duplex d'amenée de courant et deux portes « USG »; à prévoir à l'emplacement de tous les pupitres dont la hauteur est réglable.	7		\$	\$
			Product Total		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Estimated delivery Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will deliver as per below**	Firm Lot Price \$
All	555 Legget Drive Kanata, Tower B, Ground Floor & 7th Floor	2019-07-16	Normal		\$
*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.				Delivery Total: \$	
**The Estimated Date(s) and time(s) for delivery are estimated and may change if authorized by the Project Authority (PA). The supplier must not commence the work under this contract until the Project Authority (PA) provides the supplier the authority to proceed taking into consideration the delivery time provided by the supplier.					

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Estimated Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
All	555 Legget Drive Kanata, Tower B, Ground Floor & 7th Floor	2019-07-18	Normal		\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Installation Total: \$	
**The Estimated Date(s) and time(s) for installation are estimated and may change if authorized by the Project Authority (PA). The supplier must not commence the work under this contract until the Project Authority (PA) provides the supplier the authority to proceed taking into consideration the installation time provided by the supplier.					

Table 4 – Optional Product Not Applicable

Table 5 – Optional Delivery Not Applicable

Table 6 – Optional Installation Not Applicable

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

1.	Standard Finishes	
1.1	<p>IU is to consult the Supplier’s Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada’s finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada’s choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
2.	Canada’s Facilities to Accommodate the Delivery	
	<p><i>The Supplier’s employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>	
2.1	Loading Dock/Location	
A	Location	555 Legget Drive, rear of building tower B
B	Dock	Standard, can accommodate a full tractor trailer
C	Lift	Dock leveller; ½ ton maximum
D	Door	
E	Freight Elevator	Size – 12’ x 20’
F	Other (specify, if any)	
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)

Firm Product Total (Table 1)	\$
Firm Delivery Total (Table 2)	\$
Firm Installation Total (Table 3)	\$
Total Evaluated (Bid) Price*	\$
Contract Price:	\$
Applicable Tax(es):	\$
Total Estimated Cost:	\$

* Applicable taxes extra.

Table 9 – Bidder’s Authorized Representative

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

Product Category 4

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 4						
1)	WSRE2F0HxxxOA6030#2xx	WS30x60	1		\$	\$
				Product Total		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID	
Product Item # from Table 1	Location	Estimated Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will deliver as per below**	Firm Lot Price \$
All	555 Legget Drive Kanata, Tower B, Ground Floor & 7th Floor	2019-07-16	Normal		\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 // to be coordinated with Project Authority before proceeding with ordering products.</p> <p>**The Estimated Date(s) and time(s) for delivery are estimated and may change if authorized by the Project Authority (PA). The supplier must not commence the work under this contract until the Project Authority (PA) provides the supplier the authority to proceed taking into consideration the delivery time provided by the supplier.</p>				Delivery Total:	\$

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID	
Product Item # from Table 1	Location	Estimated Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
All	555 Legget Drive Kanata, Tower B, Ground Floor & 7th Floor	2019-07-18	Normal		\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5</p> <p>**The Estimated Date(s) and time(s) for installation are estimated and may change if authorized by the Project Authority (PA). The supplier must not commence the work under this contract until the Project Authority (PA) provides the supplier the authority to proceed taking into consideration the installation time provided by the supplier.</p>				Installation Total:	\$

Table 4 – Optional Product Not Applicable

Table 5 – Optional Delivery Not Applicable

Table 6 – Optional Installation Not Applicable

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

1.	Standard Finishes	
1.1	<p>IU is to consult the Supplier’s Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada’s finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada’s choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
2.	Canada’s Facilities to Accommodate the Delivery	
	<p><i>The Supplier’s employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>	
2.1	Loading Dock/Location	
A	Location	555 Legget Drive, rear of building tower B
B	Dock	Standard, can accommodate a full tractor trailer
C	Lift	Dock leveler; ½ ton maximum
D	Door	
E	Freight Elevator	Size – 12’ x 20’
F	Other (specify, if any)	
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)

Firm Product Total (Table 1)	\$
Firm Delivery Total (Table 2)	\$
Firm Installation Total (Table 3)	\$
Total Evaluated (Bid) Price* :]	\$
Contract Price :	\$
Applicable Tax(es):	\$
Total Estimated Cost :	\$

* Applicable taxes extra.

Table 9 – Bidder’s Authorized Representative

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

Category 6 A**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 6 A						
1)	TTPCCPLFBPETSSAED72xx293 1NIL36xx	Power and USB Charging, no data required. / Amenée de courant et chargement « USB »; aucune connexion de transmission de données n’est requise ici TB-1	2		\$	\$
2)	TTPCCPLHBPETSSAED72xx36 42NIL36xx	Power and USB Charging, no data required. / Amenée de courant et chargement « USB »; aucune connexion de transmission de données n’est requise ici. TB-2	2		\$	\$
3)	TTPCCPLHBPDTSSSED72xx36 42NIL30xx	TB-3	1		\$	\$
4)	TTPSPCBMNILCSPNIL30xxNIL NIL30xx	TB-6	3		\$	\$
5)	SCNCCTSBNILSAWNILNILPPN NILNILNILNIL	CH-1	3		\$	\$
6)	SCNTDTSBRPFSAWNILNILPP MNILNILNILNIL	CH-2	6		\$	\$
7)	SCNCCTSBNILAWANILNILCPN TFNILNILNIL	CH-3	3		\$	\$
8)	SCNCCTSBNILSAWNILNILRRU TFNILNILNIL	CH-4	8		\$	\$
9)	SCNCCTSBNILSAWNILNILRRU TFNILNILNIL	CH-5	8		\$	\$
10)	SREFRQPPDPATANILOBCFFT FNILNILNIL	LC-2R	1		\$	\$
11)	SREFRQPPDPAAAGNILOBCFF TFNILNILNIL	LC-2L	1		\$	\$
12)	SREFRQPPNILAWANILOMABC TFNILNILNIL	LC-3	3		\$	\$
13)	SREBRQPPATWSAWUSOOMA BCTF234543541935	Approximately 34” Wide / À largeur d’environ 34 po. CS-1	2		\$	\$

14)	SREBRQPNATWSAWDSTOMA BCVC467243541935	Approximately 55" Wide / À largeur d'environ 55 po. CS-2	1		\$	\$
15)	SREBRQPNATWSAWTSTOMA BCVC691343541935	Approximately 67" Wide / À largeur d'environ 67 po. CS-3	1		\$	\$
16)	SRETRBPBNILSAWSPROBNILV INILNIL20xx	CS-4	1		\$	\$
17)	EDRTBARVNILNILEDONILNILT B36xx51xxNIL	LS-1	2		\$	\$

NSA products (must not exceed 30% of the firm quantity by category)

The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
#	NON-SA Product(s)	Qty	Supplier Part Number	Firm Unit Price** \$	Extended Total [Qty x Price] \$
18)	42 x 72 Rectangular Meeting Room Table, Centre Post, High Pressure Laminate, Power in table. / Table de réunions rectangulaire et de 42 sur 72 pouces et à poteau central; en stratifié sous haute pression; amenée de courant à même la table. TB-4	1		\$	\$
19)	42 x 66 Rectangular Meeting Room Table, Centre Post and Disk, High Pressure Laminate / Table de réunions rectangulaire et de 42 sur 66 pouces et à poteau central et à disque assorti; en stratifié sous haute pression. TB-5	1		\$	\$
			Product Total:		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Estimated Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will deliver as per below**	Firm Lot Price \$
All	555 Legget Drive Kanata, Tower B, Ground Floor & 7th Floor	2019-07-16	Normal		\$
*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. **The Estimated Date(s) and time(s) for delivery are estimated and may change if authorized by the Project Authority (PA). The supplier must not commence the work under this contract until the Project Authority (PA) provides the supplier the authority to proceed				Delivery Total:	\$

taking into consideration the delivery time provided by the supplier.		
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Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Estimated Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
All	555 Legget Drive Kanata, Tower B, Ground Floor & 7th Floor	2019-07-18	Normal		\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Installation Total:	\$
**The Estimated Date(s) and time(s) for installation are estimated and may change if authorized by the Project Authority (PA). The supplier must not commence the work under this contract until the Project Authority (PA) provides the supplier the authority to proceed taking into consideration the installation time provided by the supplier.					

Table 4 – Optional Product Not Applicable

Table 5 – Optional Delivery Not Applicable

Table 6 – Optional Installation Not Applicable

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

1.	Standard Finishes	
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
2.	Canada's Facilities to Accommodate the Delivery	
	<p><i>The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>	
2.1	Loading Dock/Location	
A	Location	555 Legget Drive, rear of building tower B
B	Dock	Standard, can accommodate a full tractor trailer
C	Lift	Dock leveller; ½ ton maximum
D	Door	
E	Freight Elevator	Size – 12' x 20'
F	Other (specify, if any)	

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)

Firm Product Total (Table 1)	\$
Firm Delivery Total (Table 2)	\$
Firm Installation Total (Table 3)	\$
Total Evaluated (Bid) Price* : <i>[to be removed at contract award]</i>	\$
Contract Price : <i>[applicable at contract award only]</i>	\$
Applicable Tax(es) : <i>[applicable at contract award only]</i>	\$
Total Estimated Cost : <i>[applicable at contract award only]</i>	\$

* Applicable taxes extra.

Table 9 – Bidder's Authorized Representative

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

Category 6 B

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 6 B						
1)	TTCCRLTSBPETSLNIL42xx1421 NIL24xx	TB-9	1		\$	\$
2)	SREBRQPPSTWSAWUSOOMA BCTF234543541935	Approximately 27" Wide / À largeur d'environ 27 po. CS-5	2		\$	\$
NSA products (must not exceed 30% of the firm quantity by category)						
The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.						
Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	NON-SA Product(s)		Qty	Supplier Part Number	Firm Unit Price** \$	Extended Total [Qty x Price] \$
3)	Ganging Banquette square table add in, high pressure laminate. / À rajout d'une table carrée et à banquette de regroupement; en stratifié sous haute pression. Must be ganged with CS-5 / Doit être a coupler avec CS-5 CS-5(T)		1		\$	\$
4)	Curved Ganging Banquette Seating, without bolster. Fabric. / Banquette de regroupement courbée et sans traversin; en tissu. Must be ganged with CS-5 / Doit être a coupler avec CS-5 CS-5(C)		3		\$	\$
				Product Total:		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Estimated Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will deliver as per below**	Firm Lot Price \$
All	555 Legget Drive Kanata, Tower B, Ground Floor & 7th Floor	2019-07-16	Normal		\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 // to be coordinated with Project Authority before proceeding with ordering products.</p> <p>**The Estimated Date(s) and time(s) for delivery are estimated and may change if authorized by the Project Authority (PA). The supplier must not commence the work under this contract until the Project Authority (PA) provides the supplier the authority to proceed taking into consideration the delivery time provided by the supplier.</p>				Delivery Total:	\$

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Estimated Date (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
All	555 Legget Drive Kanata, Tower B, Ground Floor & 7th Floor	2019-07-18	Normal		\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5</p> <p>**The Estimated Date(s) and time(s) for installation are estimated and may change if authorized by the Project Authority (PA). The supplier must not commence the work under this contract until the Project Authority (PA) provides the supplier the authority to proceed taking into consideration the installation time provided by the supplier.</p>				Installation Total:	\$

Table 4 – Optional Product Not Applicable

Table 5 – Optional Delivery Not Applicable

Table 6 – Optional Installation Not Applicable

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

1.	Standard Finishes	
1.1	<p>IU is to consult the Supplier’s Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada’s finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada’s choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
2.	Canada’s Facilities to Accommodate the Delivery	
	<p><i>The Supplier’s employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>	
2.1	Loading Dock/Location	
A	Location	555 Legget Drive, rear of building tower B
B	Dock	Standard, can accommodate a full tractor trailer
C	Lift	Dock leveler; ½ ton maximum
D	Door	
E	Freight Elevator	Size – 12’ x 20’
F	Other (specify, if any)	
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)

Firm Product Total (Table 1)	\$
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Firm Installation Total (Table 3)	\$
Total Evaluated (Bid) Price* : [to be removed at contract award]	\$
Contract Price : [applicable at contract award only]	\$
Applicable Tax(es) : [applicable at contract award only]	\$
Total Estimated Cost : [applicable at contract award only]	\$

* Applicable taxes extra.

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**

There is no security requirement associated with this contract.

**ANNEX C
FLOOR PLAN(S)**

INSTRUCTIONS TO BIDDERS:

For Category 1a products, the Bidders must provide:

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

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

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

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

Category 1a Requirement:

1) Floor Plan(s)

See attached pdf and AutoCAD floor plan

Categories 1, 2 and 5

[19-1771 - Annex C Plans_R2 19-03-29. pdf](#)
[19-1771 A357 - FURN PROCUREMENT CAT 1245.dwg](#)
[19-1771 A361 - FURN PROCUREMENT CAT 6.dwg](#)
[19-1771 A367 - FURN PROCURMENT CAT 6.dwg](#)

2) Panel Details

- a. All required panel heights: [Seated Privacy Add-on Height](#)
- b. When power is required, the power is located [below](#) work surface height; should a grouping of workstation types include shared panels and one side is identified as powered and the other side is non-powered, those panels affected must be powered.
- c. Type of power feed: [Base feed and Power Pole](#)

3) Panel Matrix

***See Panel Matrix below ***

a. **Panel Matrix**

Panel Matrix for Seated Privacy Add-On Height

Matrice des panneaux pour une hauteur de rajout à panneau de fond en position assise.

Panel Matrix/Matrice des cloisons – A

upper element / élément supérieur 1 Fabric / tissu	upper element / élément supérieur 2 Fabric / tissu
lower element / élément inférieur 1 Fabric / tissu	lower element / élément inférieur 2 Fabric / tissu

Side/Côté 1

Side/Côté 2

Panel Matrix/Matrice des cloisons – B

upper element / élément supérieur 1 Fabric / tissu	upper element / élément supérieur 2 Fabric / tissu
lower element / élément inférieur 1 Cut-out for Power & Data, Fabric / Ouverture dans le tissu pour les installations de courant et de transmission de données	lower element / élément inférieur 2 Fabric / tissu

Side/Côté 1

Side/Côté 2

Panel Matrix/Matrice des cloisons – C

upper element / élément supérieur 1 Fabric / tissu	upper element / élément supérieur 2 Fabric / tissu
lower element / élément inférieur 1 Cut-out for Power & Data, Fabric Ouverture dans le tissu pour les installations de courant et de transmission de données	lower element / élément inférieur 2 Cut-out for Power & Data, Fabric Ouverture dans le tissu pour les installations de courant et de transmission de données

Side/Côté 1

Side/Côté 2

Panel Matrix/Matrice des cloisons – D

upper element / élément supérieur 1 Frosted Glazed / Cloison vitré givré	upper element / élément supérieur 2 Frosted Glazed / Cloison vitré givré
lower element / élément inférieur 1 Fabric / tissu	lower element / élément inférieur 2 Fabric / tissu

Side/Côté 1

Side/Côté 2

Panel Matrix/Matrice des cloisons – E

upper element / élément supérieur 1 Frosted Glazed / Cloison vitré givré	upper element / élément supérieur 2 Frosted Glazed / Cloison vitré givré
lower element / élément inférieur 1 Cut-out for Power & Data, Fabric Ouverture dans le tissu pour les installations de courant et de transmission de données	lower element / élément inférieur 2 Fabric / tissu

Side/Côté 1

Side/Côté 2

Panel Matrix/Matrice des cloisons – F

upper element / élément supérieur 1 Frosted Glazed / Cloison vitré givré	upper element / élément supérieur 2 Frosted Glazed / Cloison vitré givré
lower element / élément inférieur 1 Cut-out for Power, Fabric Ouverture dans le tissu pour les installations de courant.	lower element / élément inférieur 2 Fabric / tissu

Side/Côté 1

Side/Côté 2

b. Workstation Layout(s)

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

ANNEX D
Additional Specifications, Certifications

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

1. Specifications

Must meet the performance standards stated in the Workspace Supply Arrangement Annex A.

2. Certifications

2.1 NSA Product Conformance

2.1 NSA Product Conformance *(Required precedent to Issuance of a contract)*

The Supplier certifies that all the NSA products offered will conform to all specifications indicated in Annex A and D of the RFB, and meet the testing and performance requirements found at ANNEX A-1 and A-2 of the Supply Arrangement, as applicable.

Supplier's Signature

Date

NSA Product Conformance Certification *(applies after contract award)*

The Supplier warrants that the NSA Product Conformance Certification submitted by the Supplier with its bid is accurate and complete. The Supplier must keep proper records and documentation relating to the NSA product conformance and the testing requirements in this Annex, as applicable. The Supplier must not, without obtaining the prior written consent of the SAA, dispose of any such records or documentation until the expiration of the Contract or the expiry date of the Warranty, whichever is later. All such records and documentation must at all times during the retention period be open to audit, inspection and examination by the representatives of Canada, who may make copies and take extracts.

In addition, the Supplier must provide representatives of the SAA access to all locations where any part of the Work is being performed at any time during working hours. Representatives of the SAA may examine and test the Work as they see fit. The Supplier must provide all assistance and access to facilities, test pieces, samples and documentation that the representatives of the SAA may reasonably require for the carrying out of the inspection, which may also include the submission of test reporting documentation as listed in Annex A and D. The Supplier must forward such test pieces, samples and/or documentation that may also include letters of certification from the laboratories to such person or location as the representatives of the SAA specifies.