



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**

**SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

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 Office Seating	
Solicitation No. - N° de l'invitation EP925-192950/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 20192950	Date 2019-08-01
GETS Reference No. - N° de référence de SEAG PW-\$\$PQ-999-77513	
File No. - N° de dossier pq999.EP925-192950	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-08-08	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: MacCuaig, Shannon	Buyer Id - Id de l'acheteur pq999
Telephone No. - N° de téléphone (613) 697-0956 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	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

Amendment 002

This amendment is raised to answer questions about the RFB, which results in a refresh of Annex A.

Question 3: There is some conflicting information on the Office Chairs. The description shows “Fixed” lumbar, but the GoCUID suggests “Adjustable Lumbar”.

- a) Can you clarify which you are looking for?
- b) If Fixed, why wouldn't you want adjustable lumbar support? The Adjustable Lumbar options greatly outprice the GoCUID options for Fixed, and it offers an additional level of individual support for the user. We rarely see requirements for mesh back chairs without lumbar support unless they are being used in a boardroom/meeting room setting.

Answer 3: a) The correct GoCuid is 7OCHNBMLFASSALMTCUBF.
b) There will be no change; Canada requires fixed lumbar.

Question 4: If there is the potential of up to 3 contracts for this solicitation, will the bid document be amended to include a separate delivery table and installation table for each chair model (assuming that a supplier may not be awarded all 3 contracts).

Answer 4: Yes, see a full refresh of Annex A below.

Changes to the RFB:

DELETE: Annex A in its entirety.

REPLACE WITH:

**ANNEX A
REQUIREMENT and BASIS OF PAYMENT**

Bidder to complete: Section B of Tables 1, 3, 5; Section B of Tables 2, 4, 6 if applicable; Tables 8 and 9.

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

1. Category Selection

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

- Category 1 - Rotary Office**
- Category 2 - Rotary Conference**
- Category 3 - Side Chair**

GoCUID Rule:

RULE: The IU must identify the GoCUID by using separate line items within the table 1. Each product GoCUID code will be evaluated separately and multiple contracts may be awarded from one solicitation.

Added Features Rule: Allows Identified Users (IUs) the opportunity to enhance a chair's features. Added features are applicable to pre-qualified product only, which provide a non-structural enhancement. Any added feature must have generic specifications.

It is the responsibility of the IU to justify any added feature in a RFB. Justification should be on file in order to defend any complaints during the procurement process. Each added feature must be added by the IU in the bid solicitation (RFB or RFP). Examples include, but are not limited to, finishes, casters (i.e. chrome casters), and upholstery upgrades.

Non-Supply Arrangement (NSA) Rule – Allows Identified Users (IUs) the opportunity to purchase up to 30% NSA chairs of the total combined quantity of chairs. NSA chairs are chairs that do not form part of Annex B Product and Price catalogue of the Supply Arrangement.

NSA chairs must have generic technical specifications and dimensions, and must include tolerances and ranges. Each NSA chair must be added by the IU in the bid solicitation (RFB or RFP). Examples of NSA chairs include, but are not limited to, rotary task stools or intensive use chairs.

An example of 30% of the total combined quantity could be:

- 100 quantity of the Rotary Office Seating (category)
- 50 quantity of the Rotary Conference (category),
- Therefore: up to 45 NSA chairs could be procured within the same solicitation.

Should IUs require assistance or review of their NSA specifications, IU's can send an email including their specifications to TPSGC.PARCNameublement-APNCRFurniture.PWGSC@tpsgc-pwgsc.gc.ca for review by the Office Seating Technical Authority prior to solicitation. All NSA chairs are required to meet the associated ANSI/BIFMA testing for Office Seating. Generic Specifications are also found on the Office Seating Website.

CATEGORY: Rotary Office Chairs

Table 1 – Product (Chairs)

Section A - IU REQUIREMENT			Section B – SUPPLIER’S BID							
#	Description	Qty	Supplier Model Number	Firm Unit Price** \$	Extended Total [Qty x Price] \$					
1	Rotary Office Chair General Stream 7OCHNBMLFASSALMTCUBF	138								
	Headrest: No Backrest Height: Standard / Mid Back Lumbar Support: Fixed Armrests: Height/Width/Swivel Adjustable “T” Arm Seat Depth: Adjustable Seat and Backrest Locks: Lockable or Stoppable in Multiple Positions Tilt Mechanism: Concurrently Upholstery: Back Breathable Material/Seat Fabric									
	Casters for carpeted floors									
	Added Features: N/A									
	BFCWAWSNUDF									
	Base Style: Four legs: Casters: With Casters Armrests: With Arms Stacking Capability: Non-Stacking Upholstery: Dual Fabric									
	Casters for carpeted floors									
	Added Features: N/A									
	** Must not exceed ceiling prices in SA									
						Subtotal	\$			

Table 2 – Optional Product (chairs) Not Applicable

Table 3 – Delivery

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Qty	Estimated Date (YY/MM/DD)	Desired Time: *	Supplier will deliver on the date and at the time below**	Firm Price \$	Extended Total (Qty x Price) \$
1	Manulife Building 55 Metcalfe Street, 7 th floor Ottawa, ON K1A 1M5	138	2019-10-21	Outside Normal Business Hours			
*Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5. **If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Estimated Date and Time. Supplier and Project Authority to coordinate before ordering.					Subtotal for Deliveries:		\$

Table 4 – Optional Delivery Not Applicable

Table 5 – Installation

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Qty	Estimated Date (YY/MM/DD)	Desired Time: *	Supplier will install on the date and at the time below*	Firm Price \$	Extended Total (Qty x Price) \$
1	Manulife Building 55 Metcalfe Street, 7 th floor Ottawa, ON K1A 1M5	138	2019-10-21	Outside Normal Business Hours			
**If no dates and times are added by the Supplier, the Supplier agrees to install on the Estimated Date and Time. *Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5. Supplier and Project Authority to coordinate before ordering.					Subtotal for Installations:		\$

Table 6 – Optional Installation Not Applicable

Table 7 – Associated Aspects

1.	Upholstering Colour		
1.1	For each of the chairs listed above, within five business days of the award of Contract, the Contractor must provide to the Contracting Authority or Project Authority information describing all of the upholstery names and colours available within the colour category specified for each chair. The descriptive information is to be in the form of coloured samples or documentation showing the true colours. Within five business days of receipt of all descriptive information, the Contracting Authority or Project Authority will provide the Contractor with a written notice of Canada’s colour choices for each of the chairs listed in Annex A. The Contractor will deliver the chairs corresponding to Canada’s choice of specific colour(s) within the colour category. No additional charge will be applied to Canada.		
2.	Canada’s Facilities to Accommodate the Delivery		
	Loading Dock/Location		
2.1	A	Location	Building address is 55 Metcalfe Street. The loading dock can be accessed from Queen Street. Loading dock is 35 feet long. Any vehicle longer than this will result in the overhead doors not being able to be closed and the cab of the truck will protrude onto the sidewalk area. Longer trucks can be accommodate but it will be necessary to leave the loading dock overhead doors open.
	B	Dock	There is a loading dock with a dock-leveler to bridge the gap from the truck to platform area.
	C	Lift	
	D	Door	

2.2	Freight Elevator	Doubles as a passenger elevator. Elevator interior dimensions: 73.5"w x 52"d x 96"h (before removing lights & 139"h if lights are removed) Elevator door dimensions: 42"w x 84"h
2.3	Other (specify, if any)	Use of the loading dock and freight elevator must be pre-booked to ensure availability. Substantial deliveries to take place outside regular business hours: after 5:30pm Monday to Friday, or anytime Saturday and Sunday. Small deliveries are permitted during non-peak times: Monday to Friday; 8:00am to 9:30am, 11:00am to 1:00pm and 4:00pm to 5:30pm
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 certifications listed in Parts 6A and 6B of the Bidder's SA for Office Seating, as follows:	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.3	Green Chair Recognition Product Conformance (Applies only to Bidders whose proposed chair(s) are denoted in the SA with this recognition)	
3.4	Product Conformance	
3.5	Price Certification (In accordance with the SA, Annex E OSTCM)	

Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder)

Product Total (Table 1)	\$
Delivery Total (Table 3)	\$
Installation Total (Table 5)	\$
Total Evaluated (Bid) Price*:	\$
Applicable Tax(es):	\$
Estimated Total Contract Amount:	\$

*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:

CATEGORY: Rotary Conference Chairs

Table 1 – Product (Chairs)

Section A - IU REQUIREMENT			Section B – SUPPLIER’S BID		
#	Description	Qty	Supplier Model Number	Firm Unit Price** \$	Extended Total [Qty x Price] \$
2	Rotary Conference Chair General Stream	56			
	7CCHNBMLFAFSFLSTUUDF				
	Headrest: No Headrest				
	Backrest Height: Standard / Mid Back				
	Lumbar Support: Fixed				
	Armrests: Fixed “T” Arm				
	Seat Depth: Medium Fixed				
Seat and Backrest Locks: Lockable in Setup Position					
Tilt Mechanism: UNISON					
Upholstery: DUAL Fabric					
Casters for carpeted floors					
Added Features: N/A					
** Must not exceed ceiling prices in SA					
				Subtotal	\$

Table 2 – Optional Product (chairs) Not Applicable

Table 3 – Delivery

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Qty	Estimated Date (YY/MM/DD)	Desired Time: *	Supplier will deliver on the date and at the time below**	Firm Price \$	Extended Total (Qty x Price) \$
2	Manulife Building 55 Metcalfe Street, 7 th floor Ottawa, ON K1A 1M5	56	2019-10-21	Outside Normal Business Hours			
*Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5. **If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Estimated Date and Time. Supplier and Project Authority to coordinate before ordering.					Subtotal for Deliveries:		\$

Table 4 – Optional Delivery Not Applicable

Table 5 – Installation

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Qty	Estimated Date (YY/MM/DD)	Desired Time: *	Supplier will install on the date and at the time below*	Firm Price \$	Extended Total (Qty x Price) \$
2	Manulife Building 55 Metcalfe Street, 7 th floor Ottawa, ON K1A 1M5	56	2019-10-21	Outside Normal Business Hours			
**If no dates and times are added by the Supplier, the Supplier agrees to install on the Estimated Date and Time. *Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5. Supplier and Project Authority to coordinate before ordering.				Subtotal for Installations:		\$	

Table 6 – Optional Installation Not Applicable

Table 7 – Associated Aspects

1.	Upholstering Colour	
1.1	<p>For each of the chairs listed above, within five business days of the award of Contract, the Contractor must provide to the Contracting Authority or Project Authority information describing all of the upholstery names and colours available within the colour category specified for each chair. The descriptive information is to be in the form of coloured samples or documentation showing the true colours.</p> <p>Within five business days of receipt of all descriptive information, the Contracting Authority or Project Authority will provide the Contractor with a written notice of Canada’s colour choices for each of the chairs listed in Annex A.</p> <p>The Contractor will deliver the chairs corresponding to Canada’s choice of specific colour(s) within the colour category. No additional charge will be applied to Canada.</p>	
2.	Canada’s Facilities to Accommodate the Delivery	
	Loading Dock/Location	
2.1	A Location	Building address is 55 Metcalfe Street. The loading dock can be accessed from Queen Street. Loading dock is 35 feet long. Any vehicle longer than this will result in the overhead doors not being able to be closed and the cab of the truck will protrude onto the sidewalk area. Longer trucks can be accommodate but it will be necessary to leave the loading dock overhead doors open.
	B Dock	There is a loading dock with a dock-leveler to bridge the gap from the truck to platform area.
	C Lift	
	D Door	
2.2	Freight Elevator	Doubles as a passenger elevator. Elevator interior dimensions: 73.5”w x 52”d x 96”h (before removing lights & 139”h if lights are removed) Elevator door dimensions: 42”w x 84”h

2.3	Other (specify, if any)	Use of the loading dock and freight elevator must be pre-booked to ensure availability. Substantial deliveries to take place outside regular business hours: after 5:30pm Monday to Friday, or anytime Saturday and Sunday. Small deliveries are permitted during non-peak times: Monday to Friday; 8:00am to 9:30am, 11:00am to 1:00pm and 4:00pm to 5:30pm
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 certifications listed in Parts 6A and 6B of the Bidder's SA for Office Seating, as follows:		
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.3	Green Chair Recognition Product Conformance (Applies only to Bidders whose proposed chair(s) are denoted in the SA with this recognition)	
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Total Evaluated (Bid) Price*:	\$
Applicable Tax(es):	\$
Estimated Total Contract Amount:	\$

*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:	

CATEGORY: Side Chairs

Table 1 – Product (Chairs)

Section A - IU REQUIREMENT			Section B – SUPPLIER’S BID		
#	Description	Qty	Supplier Model Number	Firm Unit Price** \$	Extended Total [Qty x Price] \$
3	Side Chair General Stream BFCWAWGNUDF	14			
	Base Style: Four legs:				
	Casters: With Casters				
	Armrests: With Arms				
	Stacking Capability: Non-Stacking				
Upholstery: Dual Fabric					
	Casters for carpeted floors				
	Added Features: N/A				
** Must not exceed ceiling prices in SA					
				Subtotal	\$

Table 2 – Optional Product (chairs) Not Applicable

Table 3 – Delivery

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
Product Item # from Table 1	Location	Qty	Estimated Date (YY/MM/DD)	Desired Time: *	Supplier will deliver on the date and at the time below**	Firm Price \$	Extended Total (Qty x Price) \$
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*Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5. **If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time. Supplier and Project Authority to coordinate before ordering.					Subtotal for Deliveries:		\$

Table 4 – Optional Delivery Not Applicable

Table 5 – Installation

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Qty	Estimated Date (YY/MM/DD)	Desired Time: *	Supplier will install on the date and at the time below*	Firm Price \$	Extended Total (Qty x Price) \$
3	Manulife Building 55 Metcalfe Street, 7 th floor Ottawa, ON K1A 1M5	14	2019-10-21	Outside Normal Business Hours			
**If no dates and times are added by the Supplier, the Supplier agrees to install on the Estimated Date and Time. *Normal Business Hours are 8:00 – 17:00, as per SA, Annex A, article 5. Supplier and Project Authority to coordinate before ordering.					Subtotal for Installations:		\$

Table 6 – Optional Installation Not Applicable

Table 7 – Associated Aspects

1.	Upholstering Colour		For each of the chairs listed above, within five business days of the award of Contract, the Contractor must provide to the Contracting Authority or Project Authority information describing all of the upholstery names and colours available within the colour category specified for each chair. The descriptive information is to be in the form of coloured samples or documentation showing the true colours.
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	D	Door	
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2.3	Other (specify, if any)		Use of the loading dock and freight elevator must be pre-booked to ensure availability. Substantial deliveries to take place outside regular business hours: after 5:30pm Monday to Friday, or anytime Saturday and Sunday. Small deliveries are permitted during non-peak times: Monday to Friday; 8:00am to 9:30am, 11:00am to 1:00pm and

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

All other terms and conditions remain the same.