



**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

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT

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 Place Vanier - Furniture Category 1	
Solicitation No. - N° de l'invitation EP076-201693/A	Date 2019-11-12
Client Reference No. - N° de référence du client 20201693	
GETS Reference No. - N° de référence de SEAG PW-\$\$PQ-991-77981	
File No. - N° de dossier pq991.EP076-201693	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-11-28	Time Zone Fuseau horaire Eastern Standard Time EST
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: Ouimet, Daphné	Buyer Id - Id de l'acheteur pq991
Telephone No. - N° de téléphone (343) 551-0104 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: See Herein	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

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Section 1 – Invitation and Instructions to Bidders

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

SECTION 1 – INVITATION AND INSTRUCTIONS TO BIDDERS

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

Is this a Manufacturer Product Specific Procurement? *No*

Step 2. ☒ Competitive or ☐ Non-Competitive

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 or ☐ PSAB

Terms of the RFB:

This RFB is issued pursuant to the Supplier's Furniture for Workspaces Supply Arrangement (SA) that forms part of the series of SAs issued by PWGSC with the number E60PQ-140003/PQ. The terms and conditions in the Supplier's SA apply to and form part of this RFB. Bidders who submit a bid agree to be bound by those terms and conditions as well as the terms and conditions in this RFB.

The WTCM is the Workspaces Terms and Conditions Manual that contains all terms and conditions in full text that form part of individual RFBs under this SA.

The Bidder must provide the following information WITH the bid:

- The information requested by Canada in Annex A herein.

The Bidder must also provide the information at article 4 below at the time indicated in article 3.

Security Requirement:

1. Conditions
 - a. the Bidder must hold a valid organization security (VOS) clearance as indicated in Annex B;
 - b. the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Annex B.
2. For additional information on security requirements, bidders should refer to the Canadian Industrial Security Directorate (CISD), Industrial Program of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.
3. The conditions in article 1 above must be met by the Bidder (the checked box applies):
 - a. ☐ by the closing date of the bid;
 - b. ☒ before the award of a contract. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
4. Bidders are to supply the following information, as a minimum, to demonstrate compliance with the Security Requirement.
 - a. The Bidder's valid VOS clearance number issued by CISD;
 - b. The name of all individuals who will require access to classified or protected information, assets or sensitive work sites. It is desirable to also include their date of birth, their middle name, and their security clearance number issued by CISD.

Bid Evaluation

An evaluation team composed of representatives of Canada will evaluate the bids.

RFB Issued by:	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
RFB Closing - Submit Bid:	
Bids must be submitted on the date and at the time indicated below.	
By no later than date and time:	Please refer to the cover page
To physical location <i>(if applicable)</i>	Bid receiving-PWGSC/ Réception des soumissions-TPSGC 11 Laurier St/ 11 rue Laurier Place du Portage, Phase III Core 0B2/ Noyau 0B2 Gatineau, Qc, K1A 0S5
Additional Bid Submission option epost Connect service:	<u>NCR address ONLY:</u> 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.	4 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.	X	Possession of security clearance(s) is required. The Contractor must meet the security clearance requirements contained in the clausing in Annex B herein.
c.		There is no security requirement associated with this contract.
3.	Requirement	
3.1	The Contractor must perform the Work listed in Annex A herein.	
4.	Authorities	
4.1	Contracting Authority (IU)	
	Name:	Daphné Ouimet
	Title:	Supply Specialist / Spécialiste en approvisionnement
	Department/Agency/Crown Corporation:	Furniture Division - Public Services and Procurement Canada/ Division des produits de l'ameublement Services publics et Approvisionnement Canada
	Address:	140 O'Connor, Street, Ottawa, Ontario K1A 0R5
	Telephone No.:	343- 551-0104
	E-mail address:	Daphne.Ouimet@tpsgc-pwgsc.gc.ca
4.2	Project Authority <i>[To be completed at contract award]</i> <i>In addition, the PA is also responsible for ensuring that the Supplier's employees and subcontractors requiring access to the site adhere to the allocated time for the Supplier to access the site to deliver and install the furniture in accordance with the master schedule held by the General Contractor (a representative of Canada or a service provider(s) under contract with the Government of Canada).</i>	
	Name:	
	Title:	
	Department/Agency/Crown Corporation:	
	Address:	
	Telephone No.:	
	E-mail address:	
4.3	Contractor's Representative	
	As set out in Annex A, Table 9 below.	
5.	Method of Payment	
	The checked box applies. If the Contractor's SA indicates acceptance for payment by credit card, that method may be used in conjunction with the following.	
		Single Payment
	X	Multiple Payment
6.	Invoicing <i>[To be completed at contract award]</i>	
	Further to the Invoicing terms of the WTCM document, the Contractor will deliver the original and one copy of the invoice to the following address for certification and payment:	
	Name of the organization and contact: <i>[To be completed at contract award]</i>	
	Address: <i>[To be completed at contract award]</i>	

ANNEX A
REQUIREMENT and BASIS OF PAYMENT

1. Category Selection

Combined Categories Rule:

For reasons of compatibility, the following categories will be combined for evaluation and contract award purposes:

The rule only applies to the categories below that are checked. The unchecked categories will be evaluated separately and may be awarded to multiple suppliers;

- ☒ **Category 1**
- ☒ **Category 2**
- ☐ **Category 5**

Design Upgrade Rule:

The IU may exercise an option to upgrade products up to 20% of each Category product total before Applicable Taxes after contract award.

The Design Upgrade amount is used at the discretion of the Project Authority (PA) **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 categories 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

b. ☒ Category 2 – Freestanding Height Adjustable Desk / Table Products

c. ☒ Category 5 – Ancillary and Lighting Products

d. ☒ 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

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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.

Category 6 will be subdivided into four (4) sections.

e. ☒ NSA Product(s) – Category: 6D

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.

****Refer to article 6A.7 for instructions on how to submit products that are not approved in product listing.****

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

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Category 1A, 1B and 2

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 1A						
1	Refer to Annex C and Floor Plans.					\$
Category 1B						
2	1bFFHREN24L72WNOLNY		35		\$	\$
3	1bCHHLX20L48XFFOSKX		8		\$	\$
4	1bFFHREG24L72WNOLNY		1		\$	\$
Category 2						
5	2WSSREXXL30L60BELXX		43		\$	\$
6	2B2LREXXL30L60BELFA		3		\$	\$
				Product Total		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will supply and deliver as per below**	Firm Lot Price \$
1 to 6	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

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Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will install as per below**	Firm Lot Price \$
1 to 6	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks from date of supply and delivery	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Installation Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

Table 4 – Optional Product

☒ Not Applicable

Table 5 – Optional Delivery

☒ Not Applicable

Table 6 – Optional Installation

☒ Not Applicable

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

1.	Standard Finishes	
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
2.	<p>Canada's Facilities to Accommodate the Delivery</p> <p><i>The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>	
2.1	Loading Dock/Location	
A	Location	291 North River Road, Ottawa, Ontario, access via Selkirk Road
B	Dock	There is a dock
C	Lift	No lift, vehicles must be equipped with hydraulic gate or ramp
D	Door	2 x five Ton truck can fit side by side in height and width
E	Freight Elevator	Tower A and B have freight elevator, same size a passenger elevator
F	Other (specify, if any)	Freight elevators not available prior to 9am nor available between 12pm and 1pm
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)	

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

1	Firm Product Total (Table 1)	\$
2	Firm Delivery Total (Table 2)	\$
3	Firm Installation Total (Table 3)	\$
4	Optional Product Total (Table 4)	\$ N/A
5	Optional Delivery Total (Table 5)	\$ N/A
6	Optional Installation Total (Table 6)	\$ N/A
7	Hardware Total as per article 1.5 of Annex A-1 of SA (if Applicable)	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) [to be removed at contract award]	\$
9	Contract Price(1+2+3+7): [applicable at contract award only]	\$
10	Applicable Tax(es): [applicable at contract award only]	\$
11	Total Estimated Cost (9+10): [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:	

Category 5

Table 1 – Product Table

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product (Additional product details may be inserted, if required as per 6B. 4.1 of the SA)	Qty	Supplier Part Number	Firm Unit Price** \$	Extended Total [Qty x Price] \$
1	5MOADUARMCLPMTXXXXX		35		\$	\$
2	5MOASGARMCLPMTXXXXX		21		\$	\$
3	5TLTDSKBAACUSBXXXXX		35		\$	\$
4	5PMOWKSMTACUSBXXXXX		56		\$	\$
5	5MOADUARMCLPMTXXXXX		35		\$	\$
				Product Total		\$

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Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will supply and deliver as per below**	Firm Lot Price \$
1 to 5	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Delivery Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will install as per below**	Firm Lot Price \$
1 to 5	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks from date of supply and delivery	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Installation Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

Table 4 – Optional Product

☒ Not Applicable

Table 5 – Optional Delivery

☒ Not Applicable

Table 6 – Optional Installation

☒ Not Applicable

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

1.	Standard Finishes
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>
2.	<p>Canada's Facilities to Accommodate the Delivery</p> <p><i>The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>
2.1	Loading Dock/Location
A	Location
B	Dock

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C	Lift	No lift, vehicles must be equipped with hydraulic gate or ramp
D	Door	2 x five Ton truck can fit side by side in height and width
E	Freight Elevator	Tower A and B have freight elevator, same size a passenger elevator
F	Other (specify, if any)	Freight elevators not available prior to 9am nor available between 12pm and 1pm
3. Continuance of Certifications		
The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces. Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.		
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.4	Product Conformance	
3.5	Price Certification (In accordance with the SA, Part 6B)	

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

1	Firm Product Total (Table 1)	\$
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4	Optional Product Total (Table 4)	\$ N/A
5	Optional Delivery Total (Table 5)	\$ N/A
6	Optional Installation Total (Table 6)	\$ N/A
7	Hardware Total as per article 1.5 of Annex A-1 of SA (if Applicable)	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) [to be removed at contract award]	\$
9	Contract Price(1+2+3+7): [applicable at contract award only]	\$
10	Applicable Tax(es): [applicable at contract award only]	\$
11	Total Estimated Cost (9+10): [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:	

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Category 6A

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] \$
1	6CCTVAROPL30XXXJNXX Tag – 6A-1		1		\$	\$
2	6CMUSHRERL60L60WYXX Tag – 6A-2		2		\$	\$
3	6SLCOAXXWUXXXXMXXX Tag – 6A-3		5		\$	\$
4	6CCMVAROPL36XXXTNXX Tag – 6A-4		2		\$	\$
5	6KKCSAxxLY16XXXMONX Tag – 6A-05		8		\$	\$
6	6CKIVAREGL30L96PYXX Tag – 6A-06		1		\$	\$
7	6KBSBHxxLY15XXXRONX Tag – 6A-07		4		\$	\$
				Product Total		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will supply and deliver as per below**	Firm Lot Price \$
1 to 7	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will install as per below**	Firm Lot Price \$
1 to 7	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks from date of supply and delivery	\$

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*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5	Installation Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.		

Table 4 – Optional Product

☒ Not Applicable

Table 5 – Optional Delivery

☒ Not Applicable

Table 6 – Optional Installation

☒ Not Applicable

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

1.	Standard Finishes	
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
2.	<p>Canada's Facilities to Accommodate the Delivery</p> <p><i>The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>	
2.1	Loading Dock/Location	
A	Location	291 North River Road, Ottawa, Ontario, access via Selkirk Road
B	Dock	There is a dock
C	Lift	No lift, vehicles must be equipped with hydraulic gate or ramp
D	Door	2 x five Ton truck can fit side by side in height and width
E	Freight Elevator	Tower A and B have freight elevator, same size a passenger elevator
F	Other (specify, if any)	Freight elevators not available prior to 9am nor available between 12pm and 1pm
3.	Continuance of Certifications	
	<p>The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces.</p> <p>Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.</p>	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.4	Product Conformance	
3.5	Price Certification (In accordance with the SA, Part 6B)	

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

1	Firm Product Total (Table 1)	\$
2	Firm Delivery Total (Table 2)	\$
3	Firm Installation Total (Table 3)	\$
4	Optional Product Total (Table 4)	\$ N/A
5	Optional Delivery Total (Table 5)	\$ N/A

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6	Optional Installation Total (Table 6)	\$ N/A
7	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) <i>[to be removed at contract award]</i>	\$
9	Contract Price(1+2+3+7): <i>[applicable at contract award only]</i>	\$
10	Applicable Tax(es): <i>[applicable at contract award only]</i>	\$
11	Total Estimated Cost (9+10): <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 6B

Table 1 – Product Table

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID		
#	GoCUID	Description of Product <i>(Additional product details may be inserted, if required as per 6B. 4.1 of the SA)</i>	Qty	Supplier Part Number	Firm Unit Price** \$	Extended Total [Qty x Price] \$
1	6CMUSHDSRL60L78WYXX Tag – 6B-1		1		\$	\$
2	6MTRFTRECL24L48WYYY Tag – 6B-2		4		\$	\$
3	6STCWRXXLUXXXXXNNX Tag – 6B-3		1		\$	\$
4	6MMTLGRENLS4144WYNX Tag – 6B-4		1		\$	\$
5	6SUOMRXXLUXXXXXLNNN Tag – 6B-5		4		\$	\$
6	6CLTVARZXLW7<36ONXX Tag – 6B-6		8		\$	\$
7	6SSOTWXXLUW4XXXQNNN Tag – 6B-7		3		\$	\$
8	6LFSUPXXXXW8XXXTXXX Tag – 6B-8	Must be L-shaped	8		\$	\$
9	6SBBINXXLUW1G19LMNN Tag – 6B-9		2		\$	\$
10	6SBBINXXLUW1G19LMYNT Tag – 6B-10		2		\$	\$
11	6CNTLHREWXLW8606NYXX Tag – 6B-11		2		\$	\$
				Product Total		\$

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Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will supply and deliver as per below**	Firm Lot Price \$
1 to 11	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Delivery Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will install as per below**	Firm Lot Price \$
1 to 11	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks from date of supply and delivery	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Installation Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

Table 4 – Optional Product

☒ Not Applicable

Table 5 – Optional Delivery

☒ Not Applicable

Table 6 – Optional Installation

☒ Not Applicable

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

1.	Standard Finishes
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>
2.	<p>Canada's Facilities to Accommodate the Delivery</p> <p><i>The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>
2.1	Loading Dock/Location
A	Location
B	Dock

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C	Lift	No lift, vehicles must be equipped with hydraulic gate or ramp
D	Door	2 x five Ton truck can fit side by side in height and width
E	Freight Elevator	Tower A and B have freight elevator, same size a passenger elevator
F	Other (specify, if any)	Freight elevators not available prior to 9am nor available between 12pm and 1pm
3. Continuance of Certifications		
The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of the Bidder's SA for Work Spaces. Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.		
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.4	Product Conformance	
3.5	Price Certification (In accordance with the SA, Part 6B)	

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

1	Firm Product Total (Table 1)	\$
2	Firm Delivery Total (Table 2)	\$
3	Firm Installation Total (Table 3)	\$
4	Optional Product Total (Table 4)	\$ N/A
5	Optional Delivery Total (Table 5)	\$ N/A
6	Optional Installation Total (Table 6)	\$ N/A
7	Hardware Total as per article 1.5 of Annex A-1 of SA (if Applicable)	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) [to be removed at contract award]	\$
9	Contract Price(1+2+3+7): [applicable at contract award only]	\$
10	Applicable Tax(es): [applicable at contract award only]	\$
11	Total Estimated Cost (9+10): [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:	

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Category 6C

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] \$
1	6SSOTHXXLUW6XXXQNNN Tag – 6C-1		2		\$	\$
2	6CCTVAROLL36XXXJNXX Tag – 6C-2		2		\$	\$
3	6SLCWAXXFUXXXXMXXX Tag – 6C-3		4		\$	\$
4	6SBBTWXXBUW3G19LMYN Tag- 6C-4		4		\$	\$
5	6MMTSMREPL30L60WNNX Tag – 6C-5		2		\$	\$
6	6CKIVAREGL48L96PYXX Tag – 6C-6		1		\$	\$
7	6KBSBHxxLP15XXXROYX Tag – 6C-7		4		\$	\$
8	6KBSCHxxLP15XXXPOYX Tag – 6C-8		1		\$	\$
				Product Total		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will supply and deliver as per below**	Firm Lot Price \$
1 to 8	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5 **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

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Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will install as per below**	Firm Lot Price \$
1 to 8	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks from date of supply and delivery	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Installation Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

Table 4 – Optional Product

☒ Not Applicable

Table 5 – Optional Delivery

☒ Not Applicable

Table 6 – Optional Installation

☒ Not Applicable

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

1.	Standard Finishes	
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
2.	<p>Canada's Facilities to Accommodate the Delivery</p> <p><i>The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>	
2.1	Loading Dock/Location	
A	Location	291 North River Road, Ottawa, Ontario, access via Selkirk Road
B	Dock	There is a dock
C	Lift	No lift, vehicles must be equipped with hydraulic gate or ramp
D	Door	2 x five Ton truck can fit side by side in height and width
E	Freight Elevator	Tower A and B have freight elevator, same size a passenger elevator
F	Other (specify, if any)	Freight elevators not available prior to 9am nor available between 12pm and 1pm
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)	

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

1	Firm Product Total (Table 1)	\$
2	Firm Delivery Total (Table 2)	\$
3	Firm Installation Total (Table 3)	\$
4	Optional Product Total (Table 4)	\$ N/A
5	Optional Delivery Total (Table 5)	\$ N/A
6	Optional Installation Total (Table 6)	\$ N/A
7	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) [to be removed at contract award]	\$
9	Contract Price(1+2+3+7): [applicable at contract award only]	\$
10	Applicable Tax(es): [applicable at contract award only]	\$
11	Total Estimated Cost (9+10): [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:	

Category 6D

Table 1 – Product Table

NSA products					
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] \$
1	<p>Individual work pod, with work surface and privacy screen</p> <p><u>Dimensions</u></p> <p>Overall height including privacy screen(s) must be a minimum of 1194mm (47in.) and a maximum of 1372mm (54in.). Overall foot diameter footprint of the unit to be 2007mm (79 in.) diameter to 2591mm (102 in.) diameter, ±152 mm (±6 in.). The products must be from same product series.</p> <p>The « pod » offered in Category 6 will not accept Interconnecting Systems Furniture Panels as a solution for this unit.</p> <p><u>Power and Data</u></p> <p>Must provide a combination power & USB outlet integrated and located on the work surface for easily accessible to the user.</p> <p><u>Supports</u></p> <p>Corner of the screens must be rounded, screens which connect at a square or 90 degree angle are not acceptable.</p>	1			
2	<p>Individual private lounge chair with screen and tablet arm</p> <p><u>Description</u></p> <p>Freestanding unit including upholstered lounge chair with privacy screens(s) must be from the same product series.</p> <p>The lounge chair must fit and follow the curvilinear interior shape of the screens. The products must be from same product series.</p> <p>The « pod » offered in Category 6 will not accept Interconnecting Systems Furniture Panels as a solution for this unit.</p> <p><u>Dimensions</u></p> <p>Overall height including privacy screen(s) must be a minimum of 1194mm (47in.) and a maximum of 1372mm (54in.). Overall foot diameter footprint of the unit to be 2007mm (79 in.) diameter to 2591mm (102 in.) diameter, ±152 mm (±6 in.).</p> <p><u>Power and Data</u></p> <p>Must provide a combination power & USB outlet located on the chair, easily accessible to the user.</p> <p><u>Supports</u></p>	2			

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	<p>Corner of the screens must be rounded, screens which connect at a square or 90 degree angle are not acceptable.</p> <p>Support for the work surface must be formed to the privacy screen and must have the appearance to be supported by the screen, however it's freestanding.</p>				
3	<p>Group work pod, with sofas and privacy screen with monitor mounts</p> <p><u>Description</u> Freestanding unit which includes two seater upholstered sofas, work surface with monitor mount and privacy screens/enclosure. Each of the units must be from the same product series. Work surface must be compatible with the height of sofas.</p> <p>The « pod » offered in Category 6 will not accept Interconnecting Systems Furniture Panels as a solution for this unit.</p> <p><u>Dimensions</u> Overall height including privacy screen(s) must be a minimum of 1194mm (47in.) and a maximum of 1372mm (54in.). Overall foot diameter footprint of the unit to be 2007mm (79 in.) diameter to 2591mm (102 in.) diameter, ±152 mm (±6 in.). Monitor mount must accommodate and support a monitor from 1219mm (48 in) up to 1524mm (60 in) in diagonal width.</p> <p><u>Power and Data</u> Must provide a combination power & USB outlet located on the work surface.</p> <p><u>Supports</u> Corner of the screens must be rounded, screens which connect at a square or 90 degree angle are not acceptable.</p>	2			
			Product Total		

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will supply and deliver as per below**	Firm Lot Price \$
1 to 3	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks	\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5</p> <p>**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.</p>				Delivery Total:	\$

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time:	Supplier will install as per below**	Firm Lot Price \$
1 to 3	Canada Border Services Agency Place Vanier, Tower B 291 North River Road, 17th floor Ottawa, Ontario	2020/03/02	Normal Hours	_____ : weeks from date of supply and delivery	\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5</p> <p>**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.</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.	<p>Canada's Facilities to Accommodate the Delivery</p> <p><i>The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</i></p> <p><i>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</i></p>	
2.1	Loading Dock/Location	
A	Location	291 North River Road, Ottawa, Ontario, access via Selkirk Road
B	Dock	There is a dock
C	Lift	No lift, vehicles must be equipped with hydraulic gate or ramp
D	Door	2 x five Ton truck can fit side by side in height and width
E	Freight Elevator	Tower A and B have freight elevator, same size a passenger elevator
F	Other (specify, if any)	Freight elevators not available prior to 9am nor available between 12pm and 1pm
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)	

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

1	Firm Product Total (Table 1)	\$
2	Firm Delivery Total (Table 2)	\$
3	Firm Installation Total (Table 3)	\$
4	Optional Product Total (Table 4)	\$ N/A
5	Optional Delivery Total (Table 5)	\$ N/A
6	Optional Installation Total (Table 6)	\$ N/A
7	Hardware Total as per article 1.5 of Annex A-1 of SA (if Applicable)	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) [to be removed at contract award]	\$
9	Contract Price(1+2+3+7): [applicable at contract award only]	\$
10	Applicable Tax(es): [applicable at contract award only]	\$
11	Total Estimated Cost (9+10): [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:	

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ANNEX B
SECURITY REQUIREMENTS

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

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:
PWGSC FILE No EP076-20-1693

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Contract Security Program (CSP) of the Industrial Security Sector (ISS), Public Works and Government Services (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP/ISS/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP/ISS/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), attached at Annex B ;
 - b) *Industrial Security Manual* (Latest Edition).

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SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction RPB
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail Furniture Cat 1-6		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? PROTECTED and/or CLASSIFIED information or assets is permitted. (Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.)		<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>



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PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes
Non Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT
TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes
Non Oui

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté?

☒ No ☐ Yes
Non Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?

☒ No ☐ Yes
Non Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes
Non Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?

☒ No ☐ Yes
Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?

☒ No ☐ Yes
Non Oui

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PART C - (continued) / PARTIE C - (suite)

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No ☐ Yes
Non Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No ☐ Yes
Non Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

**ANNEX C
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

2) Panel Details

- a. All required panel heights: **Base Height, 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: **Power Pole.**

3) Panel Matrix or Workstation Layout

a. Panel Matrix

PANEL MATRIX - A
SEATED PRIVACY HEIGHT /
PANNEAU ADDITIONNEL POUR
INTIMITE EN POSITION ASSISE
NON-POWERED / NON-ELECTRIFIE

ELEMENT 1	ELEMENT 2
FABRIC/ TISSU	FABRIC/ TISSU
FABRIC/ TISSU	FABRIC/ TISSU

PANEL MATRIX - B
SEATED PRIVACY HEIGHT /
PANNEAU ADDITIONNEL POUR
INTIMITE EN POSITION ASSISE
POWERED / ELECTRIFIE

ELEMENT 1	ELEMENT 2
FABRIC/ TISSU	FABRIC/ TISSU
FABRIC/TISSU CUT-OUTS FOR POWER/DATA/ PRISE ELECTRIQUE AU DESSOUS	FABRIC/TISSU CUT-OUTS FOR POWER/DATA/ PRISE ELECTRIQUE AU DESSOUS

PANEL MATRIX - C
SEATED PRIVACY HEIGHT /
PANNEAU ADDITIONNEL POUR
INTIMITE EN POSITION ASSISE
POWERED

ELEMENT 1	ELEMENT 2
FABRIC/ TISSU	FABRIC/ TISSU
FABRIC/TISSU CUT-OUTS FOR POWER/DATA/ PRISE ELECTRIQUE AU DESSOUS	FABRIC/ TISSU

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PANEL MATRIX - D
BASE HEIGHT / HAUTEUR BASE
POWERED

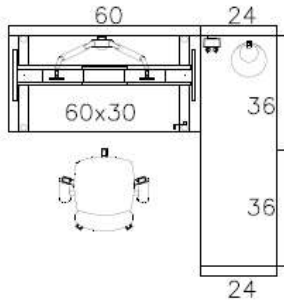
ELEMENT 1	ELEMENT 2
FABRIC/ TISSU	FABRIC/ TISSU
FABRIC/TISSU CUT-OUTS FOR POWER/DATA/ PRISE ELECTRIQUE AU DESSOUS	FABRIC/ TISSU

PANEL MATRIX - E
BASE HEIGHT / HAUTEUR BASE
NON-POWERED / NON-ELECTRIFIE

ELEMENT 1	ELEMENT 2
FABRIC/ TISSU	FABRIC/ TISSU
FABRIC/ TISSU	FABRIC/ TISSU

b. Workstation Layout(s)

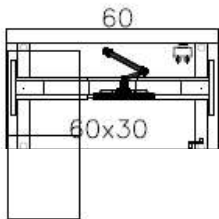
- The floor plan takes precedent over any discrepancies with the workstation layouts.
- When two or more typical workstation types share a common panel spine, the finishes of the interior side of the workstation panel as outlined in the Typical Data Sheets must be followed and **NO PANELS SHALL BE DOUBLED. 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.



WORKSTATION TYPICAL 1/POSTE DE TRAVAIL
TYPIQUE 1

60X30 SIT-STAND DESK/TABLE DE POSITION
ASSISE OU DEBOUT
72X24 FIXED WORK SURFACE / SURFACE FIXE
ADJUSTABLE DUAL MONITOR ARMS, CLAMP
MOUNT / SUPPORT D'ECRAN A DEUX BRAS,
FIXE PAR UNE PINCE
TASK LIGHT / LAMPE DE TRAVAIL
POWER MODULE / MODULE D'ALIMENTATION

EACH STATION TO CONTAIN ONE DATA/POWER.
/CHAQUE POSTE DE TRAVAIL CONTIENT UNE
PRISE D'ALIMENTATION ET DONNEE.
ALL PANELS TO BE FEED BY POWER POLES. /
TOUS LES STATION AURA UNE COLONNE
D'ALIMENTATION.



WORKSTATION TYPICAL 2/POSTE DE TRAVAIL
TYPIQUE 2

60X30 SIT-STAND DESK/TABLE DE POSITION
ASSISE OU DEBOUT
48X20 LOW CREDENZA / BAHUT BAS
ADJUSTABLE SINGLE MONITOR ARMS, CLAMP
MOUNT / SUPPORT D'ECRAN A UN BRAS, FIXE
PAR UNE PINCE
POWER MODULE / MODULE D'ALIMENTATION

EACH STATION TO CONTAIN ONE DATA/POWER.
/CHAQUE POSTE DE TRAVAIL CONTIENT UNE
PRISE D'ALIMENTATION ET DONNEE.
ALL PANELS TO BE FEED BY POWER POLES. /
TOUS LES STATION AURA UNE COLONNE
D'ALIMENTATION.

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ANNEX D
Additional Specifications, Certifications

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

1. Specifications

Category 6D – table 1 – Section A – IU Requirement

2. Certifications

.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.

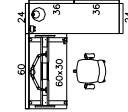
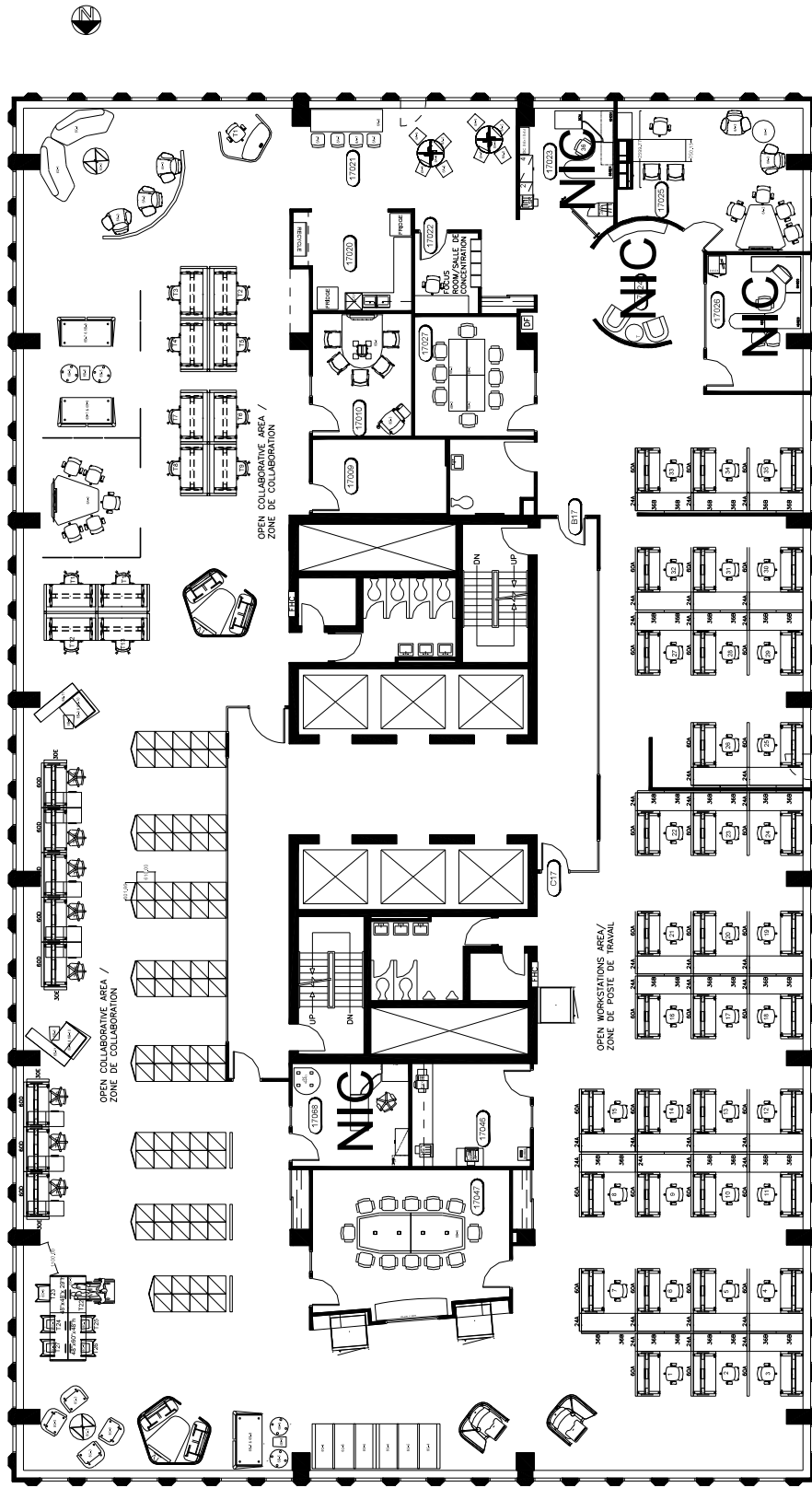
Supplier's Signature

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.



WORKSTATION TYPICAL 1 / POSTE DE TRAVAIL
TYPICAL 1

60X30 SE-GRAND DESK / TABLE DE POSITION
ASSISE OU DEBOUT
72X24 FIXED WORK SURFACE // SURFACE FIXE
MONITOR / MONITEUR
MOUNT / SUPPORT D'ECRAN A CEUX BRAS
FIXE PAR UNE PINCE
TASK LIGHT // LAMPE DE TRAVAIL
POWER MODULE / MODULE D'ALIMENTATION
EACH STATION TO CONTAIN ONE DATA/POWER.
TOUTE STATION DOIT CONTENIR UN SEUL
PRISE D'ALIMENTATION ET DONNEE.
ALL PANELS TO BE FEED BY POWER POLES.
TOUTES LES STATIONS DOIVENT ETRE ALIMENTES
D'ALIMENTATION.



WORKSTATION TYPICAL 2 / POSTE DE TRAVAIL
TYPICAL 2

60X30 SE-GRAND DESK / TABLE DE POSITION
ASSISE OU DEBOUT
72X24 FIXED WORK SURFACE // SURFACE FIXE
MONITOR / MONITEUR
MOUNT / SUPPORT D'ECRAN A UN BRAS, FIXE
PAR UNE PINCE
POWER MODULE / MODULE D'ALIMENTATION
EACH STATION TO CONTAIN ONE DATA/POWER.
TOUTE STATION DOIT CONTENIR UN SEUL
PRISE D'ALIMENTATION ET DONNEE.
ALL PANELS TO BE FEED BY POWER POLES.
TOUTES LES STATIONS DOIVENT ETRE ALIMENTES
D'ALIMENTATION.

PANEL MATRIX - A
SEATED PRIVACY HEIGHT /
Panneau Additionnel Pour
Intimite En Position Assise
NON-ELECTRIFIED / NON-ELECTRIFIE

UNIT 1	UNIT 2
FABRIC / TISSU	FABRIC / TISSU
FABRIC / TISSU	FABRIC / TISSU

PANEL MATRIX - B
SEATED PRIVACY HEIGHT /
Panneau Additionnel Pour
Intimite En Position Assise
POWERED / ELECTRIFIE

UNIT 1	UNIT 2
FABRIC / TISSU	FABRIC / TISSU
FABRIC / TISSU	FABRIC / TISSU
CUT-OUTS FOR PRISE / PRISE PRISE / PRISE PRISE / PRISE PRISE / PRISE	CUT-OUTS FOR PRISE / PRISE PRISE / PRISE PRISE / PRISE PRISE / PRISE

PANEL MATRIX - C
SEATED PRIVACY HEIGHT /
Panneau Additionnel Pour
Intimite En Position Assise
POWERED

UNIT 1	UNIT 2
FABRIC / TISSU	FABRIC / TISSU
FABRIC / TISSU	FABRIC / TISSU
CUT-OUTS FOR PRISE / PRISE PRISE / PRISE PRISE / PRISE	CUT-OUTS FOR PRISE / PRISE PRISE / PRISE PRISE / PRISE

PANEL MATRIX - D
BASE HEIGHT / HAUTEUR BASE
POWERED

UNIT 1	UNIT 2
FABRIC / TISSU	FABRIC / TISSU
FABRIC / TISSU	FABRIC / TISSU
CUT-OUTS FOR PRISE / PRISE PRISE / PRISE PRISE / PRISE	CUT-OUTS FOR PRISE / PRISE PRISE / PRISE PRISE / PRISE

PANEL MATRIX - E
BASE HEIGHT / HAUTEUR BASE
NON-POWERED / NON-ELECTRIFIE

UNIT 1	UNIT 2
FABRIC / TISSU	FABRIC / TISSU
FABRIC / TISSU	FABRIC / TISSU
CUT-OUTS FOR PRISE / PRISE PRISE / PRISE PRISE / PRISE	CUT-OUTS FOR PRISE / PRISE PRISE / PRISE PRISE / PRISE