

Statistics Statistique Canada Canada

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

See Section 1.

Voir Section 1.

STANDARD REQUEST FOR BID

INVITATION À SOUMISSIONNER - STANDARD

The Bidder offers to provide to Canada the goods, services or both listed in the bid solicitation in accordance with the conditions set out in the bid solicitation and the prices set out in the bid.

This bid solicitation is issued in accordance with the conditions of the Supply Arrangement E60PQ-140003/PQ.

Le soumissionnaire offre de fournir au Canada les biens, services ou les deux énumérés dans la demande de soumissions aux conditions prévues dans la demande de soumissions et aux prix indiqués dans la soumission.

Cette demande de soumissions est émise conformément aux conditions de l'arrangement en matière d'approvisionnement E60PQ-140003/PQ.

Solicitation No N° de la demande	Amendment No N° de modification
J038558	

Solicitation closes – La demande prend fin :	File No N° de dossier
at – à See Section 1 Voir Section 1 on – le See Section 1 Voir Section 1	

No of Page/

N° de page 1 of 10

Date of Solicitation – Date de la demande

January 17th, 2020

Address inquiries to – Adresser toute demande de renseignement à :

statcan.macs-bids-smc-soumissions.statcan@canada.ca and

nathalie.sielatycki@canada.ca

Destination

See Section 2, Annex A.

Voir Section 2, Annexe A.

Instructions:

Municipal taxes are not applicable.

Unless otherwise specified in the bid solicitation, all prices quoted must be net prices in Canadians funds including Canadian customs duties, excise taxes, must be FOB, including all delivery charges to destination(s) as indicated. The amount for Applicable Taxes is to be shown as a separate item.

Instructions:

Les taxes municipales ne s'appliquent pas.

Sauf indication contraire dans la demande de soumissions, tous les prix indiqués doivent être des prix nets, en dollars canadiens, comprenant les droits de douane canadiens, la taxe d'accise et doivent être FAB, y compris tous frais de livraison à la (aux) destination(s) indiqué(s). Le montant des taxes applicables doit apparaître séparément.

Supplier Name and Address – Nom et adresse du fournisseur
Telephone No N° de téléphone
Facsimile No N° de télécopieur
Name and title of person authorized to sign on behalf of supplier (type or print)
Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'impression)
Signature :
Date ·

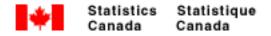


TABLE OF CONTENTS

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)

Is this a Manufacturer Product Specific Procurement? No

Step 2. 🛛 Competitive or 🗌 Non-Competitive

For competitive Requirements when only 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 <u>AFTER</u> 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 <u>WITH</u> 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:

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.

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

Statistics Canada		
See Section 2, article 4.1 below.		
•		
icated below.		
a. January 31, 2020		
b. 14:00 (EST)		
statcan.macs-bids-smc-soumissions.statcan@canada.ca		
n, 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.		
	See Section 2, article 4.1 below. a. January 31, 2020 b. 14:00 (EST) <u>statcan.macs-bids-smc-soumissic</u> b, Bidders may submit enquires s days prior to the RFB closing	

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.	Secu	rity R	equirement (the checked article	applies)			
2.1 The Contractor must fulfill the security requirements by meeting the terms below.							
	a.	x	Contractor personnel MAY NOT	ossession of security clearance not required. ENTER NOR PERFORM WORK ON sites where PROTECTED or CLASSIFIED without an escort provided by the department or agency for which the			
	b.		Possession of security clearance	e(s) is required. security clearance requirements contained in the clausing in Annex B			
	C. There is no security requirement associated with this contract.						
3.	Requ	uirem	ent				
3.1	The	Contr	actor must perform the Work liste	ed in Annex A herein.			
4.	Auth	noritie	25				
4.1	Cont	tractin	ng Authority (IU)				
	Nam	ie:		Nathalie Sielatycki			
	Title	:		Coordinator – Corporate Support Services Division			
			nt/Agency/Crown Corporation:	Statistics Canada			
	Addr	ress:		150 Tunney's Pasture Driveway, Ottawa, ON K1A 0T6			
	Telephone No.:			613-882-2470			
		ail ado		nathalie.sielatycki@canada.ca			
4.2	The l	Projec er the	Contract including the provision to	ract award] tive of the department or agency for whom the Work is being carried out o approve the authority to proceed for delivery and installation and is echnical content of the Work under the Contract.			



7.	Defence Contract. This clause applies if th					
	Address: statcan.financecounter-comptoirfinance.statcan@canada.ca					
	Finance Counter: statcan.financecounter-comptoirfinance.statcan@canada.ca					
	Name of the organization and contact: Statistics Canada					
	for certification and payment: statcan.financecounter-comptoirfinance.statcan@canada.ca					
	Further to the Invoicing terms of the WTCM document, the Contractor will deliver the invoice to the following address					
6.	Invoicing					
	Multiple Payment					
	x Single Payment					
	used in conjunction with the following.					
		's SA indicates acceptance for payment by credit card, that method may be				
5.	Method of Payment					
ч.5	As set out in Annex A, Table 9 below.					
4.3	Contractor's Representative					
	E-mail address:					
	Telephone No.:					
	Address:					
	Title: Department/Agency/Crown Corporation:					
	Name:					
	contract with the Government of Canada).					
	with the master schedule held by the General Contractor (a representative of Canada or a service provider(s) under					
	the site adhere to the allocated time for the Supplier to access the site to deliver and install the furniture in accordance					
	In addition, the PA is also responsible for ensuring that the Supplier's employees and subcontractors requiring access to					



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 category (ies) of work:

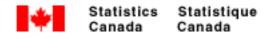
Category 1 – Interconnecting Panels and Freestanding Systems

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.



2. Product and Pricing Tables

<u>Site Inspection Date:</u> 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".

Product Categories: 1a and 1b

Table 1 – Product Table

	Section	A - IU REQUIREMENT		Secti	ion B – Sl	JPPLIER'	'S BID
#	GoCUID	Description of Product Qty (Additional product details may be inserted, if required as per 6B. 4.1 of the SA)		Supplier Part Number	Firm Unit Price** \$		Extended Total [Qty x Price] \$
Categ	ory 1A						
1	Base Height - Refer to Annex	x C and Floor Plans.				\$	
2	Base Height - Refer to Annex	x C and Floor Plans.					
3 Base Height - Refer to Annex C and Floor Plans.							
4 Privacy Height - Refer to Annex C and Floor Plans.							
5 Privacy Height - Refer to Annex C and Floor Plans.							
Categ	ory 1B						
6	1bSPBMCAA1524XXYKXX	Pedestals Box/File, Mobile, Casters, Painted Metal 15 x 24, Cushion Seat, Keyed	16		\$		\$
7 1bSPSCLGA242454XKXX Personal Storage Tower, Closed Storage, Leveling Glides, Painted Metal, 24 x 24 x 54, Keyed 7 1bSPSCLGA242454XKXX 16* *8 left front facing swing and 8 right facing swing personal storage doors required					\$		\$
				Produ	ct Total	\$	



Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$	
1	Main Building, Loading Dock, 150 Tunney's Pasture Driveway, Ottawa, Ontario K1A 0T6	2020/03/15	Outside Normal Business Hours	: weeks Standard Lead time is between 6-10 weeks for furniture delivery and installation.	\$	
**The Proj the finalize	usiness Hours 8:00 – 17:00, as per SA, ect Authority (PA) will provide the sup ed delivery date taking into considerati anada will not be responsible if the su ion.	Delivery Total:	\$			

Table 3 – Installation

	Section A - IU REQ	Section B – SUPPLIER'S BID			
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
1	Main Building, Loading Dock 150 Tunney's Pasture Driveway, Ottawa, Ontario K1A 0T6	After April 1 st , 2020	TBD	: weeks from date of supply and delivery Standard Lead time is between 6-10 weeks for furniture delivery and installation.	\$
*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 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.				Installation Total:	\$

 Table 4 – Optional Product

Not Applicable

Not Applicable

Table 5 – Optional Delivery

Table 6 – Optional Installation

Not Applicable



1.	Standard Finishes					
1.1	IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.					
		s days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's ach of the product(s) in Annex A.				
	The Contractor will applied to Canada.	deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be				
2 .	Canada's Facilities	to Accommodate the Delivery				
		ees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in n effect in the jurisdiction where the work is being performed.				
	the list of employees of	he contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in bed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.				
2.1	Loading Dock/Locat	tion				
Α	Location	Main Building, 150 Tunney's Pasture Driveway				
В	Dock	The Main dock can accommodate 53ft trucks but the truck must back into the space from the road. There				
		isn't enough room in the Main loading dock zone to turn around.				
С	Lift	There is only one door with lift and it does not go to the ground.				
D	Door	All three doors are roughly 10ft.				
E	Freight Elevator	Freight elevator for Main is in the corridor close to the dock.				
F	Other (specify, if any)					
3.	Continuance of Cer	tifications				
	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 Identifie User.					
3.1	Integrity Provisions					
3.2	Federal Contractor'	s Program for Employment Equity				
3.4	Product Conforman	nce				
3.5	Price Certification (In accordance with the SA, Part 6B)					

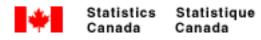
Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder)

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

24" Wide, Quantity: 20 60" Wide, Quantity: 28

Frosted Glass	Frosted Glass	
Cut-outs for Power & Data, Fabric	Cut-outs for Power & Data, Fabric	
Side 1	Side 2	

Side 2