



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

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

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

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

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

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

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

**Comments - Commentaires**

**Vendor/Firm Name and Address**

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

**Issuing Office - Bureau de distribution**

Furniture Division/Division des ameublements  
L'Esplanade Laurier,  
East Tower 7th Floor  
Tour est 7<sup>e</sup> étage,  
140 O'Connor, Street,  
140 O'Connor, rue O'Connor,  
Ottawa  
Ontario  
K1A 0R5

<b>Title - Sujet</b> Furniture for PMPRB - 333 Laurier	
<b>Solicitation No. - N° de l'invitation</b> EP916-203026/A	<b>Date</b> 2020-06-10
<b>Client Reference No. - N° de référence du client</b> 20203026	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$\$PQ-434-78807	
<b>File No. - N° de dossier</b> pq434.EP916-203026	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-07-02</b>	<b>Time Zone Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Mallette, Alexandre	<b>Buyer Id - Id de l'acheteur</b> pq434
<b>Telephone No. - N° de téléphone</b> (343) 551-0059 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> See Herein	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

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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**

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 AFTER bid closing, if requested to do so by Canada:

- One or more of the following price justifications:
  1. a current published price list indicating the percentage discount available to Canada; or
  2. a copy of paid invoices for the like quality and quantity of the goods, services or both sold to other customers; or
  3. a price breakdown showing the cost of direct labour, direct materials, purchased items, engineering and plant overheads, general and administrative overhead, transportation, etc., and profit; or
  4. any other supporting documentation as requested by Canada.

**Step 3. ☒ General****Terms of the RFB:**

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

The 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.

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**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.

<b>RFB Issued by:</b>	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
<b>RFB Closing - Submit Bid:</b>	
Bids must be submitted on the date and at the time indicated below.	
By no later than date and time:	See Cover Page
To physical location ( <i>if applicable</i> )	Bid Receiving Unit – PWGSC 11 Laurier Street, Place du Portage, Phase III, Core 0B2 Gatineau, Quebec K1A 0S5
<b>Additional Bid Submission option</b> <b>epost Connect service:</b>	NCR address ONLY: <a href="mailto:TPSGC.DGAreceptiondessoumissions-ABBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca">TPSGC.DGAreceptiondessoumissions-ABBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca</a>
	Given that many people are currently working from home and in an effort to reduce the spread of the coronavirus disease (COVID-19) within communities, bidders are highly encouraged to transmit their bid electronically using the epost Connect service. Information on the epost Connect service can be found on <a href="http://Buyandsell.gc.ca">Buyandsell.gc.ca</a> SACC manual clause 2003 (2019-03-04) Standard Instructions – Goods or Services - Competitive Requirements, Section 08 Transmission by facsimile or by epost Connect.
<b>RFB Enquiries</b>	
Unless a different period is listed in the adjacent column, Bidders may submit enquires about the RFB to the Contracting Authority two business days prior to the RFB closing date. Enquiries received after the timeline indicated may not be answered.	5 business days

**SECTION 2 - RESULTING CONTRACT CLAUSES**

<b>1.</b>	<b>Terms and Conditions of the Contract</b>	
	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.	
<b>2.</b>	<b>Security Requirement</b> (the checked article applies)	
<b>2.1</b>	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.	<input type="checkbox"/>	<b>Contractor may be escorted; possession of security clearance not required.</b> 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.	<input type="checkbox"/>	<b>Possession of security clearance(s) is required.</b> The Contractor must meet the security clearance requirements contained in the clausling in Annex B herein.
c.	<input checked="" type="checkbox"/>	<b>There is no security requirement associated with this contract.</b>
<b>3.</b>	<b>Requirement</b>	
<b>3.1</b>	The Contractor must perform the Work listed in Annex A herein.	
<b>4.</b>	<b>Authorities</b>	
<b>4.1</b>	<b>Contracting Authority (IU)</b>	
	Name:	Alexandre Mallette
	Title:	Supply Officer
	Department/Agency/Crown Corporation:	Public Services and Procurement Canada (PSPC)
	Address:	140 O'Connor Street Ottawa, Ontario K1A 0R5
	Telephone No.:	343-551-0059
	E-mail address:	alexandre.mallette@tpsgc-pwgsc.gc.ca
<b>4.2</b>	<b>Project Authority</b> <i>[To be completed at contract award]</i> <i>The Project Authority (PA) is the representative of the department or agency for whom the Work is being carried out under the Contract including the provision to approve the authority to proceed for delivery and installation and is responsible for all matters concerning the technical content of the Work under the Contract.</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:	
<b>4.3</b>	<b>Contractor's Representative</b>	
	As set out in Annex A, Table 9 below.	
<b>5.</b>	<b>Method of Payment</b>	
	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.	
	<input type="checkbox"/>	Single Payment
	<input checked="" type="checkbox"/>	Multiple Payment
<b>6.</b>	<b>Invoicing</b> <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:	
	Address:	

**ANNEX A**  
**REQUIREMENT and BASIS OF PAYMENT**

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1. Category Selection

**Combined Categories Rule:**

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

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

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

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

**Design Upgrade Rule:**

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

The Design Upgrade amount is used at the discretion of the Project Authority (PA) **prior to the manufacturing/ordering of the products**, the PA will provide the Contractor with a written notice of Canada's Design Upgrade choices for each of the product(s) to be upgraded. The Contractor will provide the pricing of the upgraded product(s) to a maximum of 20% of each Category Contract Price of Table 8. The Contracting Authority will issue an amendment to the contract with the Design Upgrades and pricing.

The Supplier certifies that all the Design Upgraded products offered will conform to all specifications and meet the testing requirements detailed in the Specifications of the Supply Arrangement.

Design Upgrade: is the process of replacing a product with a more innovative or enhanced version of the same product.

**NSA:**

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

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The requirement includes the following categories of work:

a. ☒ Category 6 - Support Space – Collaborative Furniture

**RULE:** Category 6 can be further subdivided by space or like product in order to increase or allow competition. Space is defined as a location available for a particular purpose such as a meeting room space or a collaborative space. Like products are defined as products with similar design and construction. If NSA products form part of the requirement, the IU must validate the 30% NSA prior to subdividing the category. NSA products can be added to any subdivide or in its own subdivide.

Category 6 will be subdivided in three (3) subsections.

b. ☒ NSA Products – Categories 6B & 6C

## 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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## Product 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	** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
1	6SLCWAXXFUXXXXMXXX	Must be available in Fabric – Faux leather <b>Tag: A1</b>	4	No		\$	\$
2	6KBSBHxxSY15XXXRONX	Must be provided in Fabric – Grade A – Grade 5 <b>Tag: A2</b>	3	No		\$	\$
3	6KKCSAxxLP16XXXMIYX	Must be provided in Fabric – Grade A – Grade 5 <b>Tag: A3</b>	20	No		\$	\$
4	6KKCSAxxLP16XXXMOYX	Must be provided in Fabric – Grade A – Grade 5 <b>Tag: A4</b>	5	No		\$	\$
**Provide additional information:  N/A					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 \$
ALL	333 Laurier Avenue West 12 <sup>th</sup> Floor Ottawa, Ontario K1A 0L9	On or before 2020-08-31	Normal Business 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.					

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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 \$
ALL	333 Laurier Avenue West 12 <sup>th</sup> Floor Ottawa, Ontario K1A 0L9	On or before 2020-08-31	Normal Business 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**

<b>1.</b>	<b>Standard Finishes</b>	
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>	
<b>2.</b>	<p><b>Canada's Facilities to Accommodate the Delivery</b></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	<b>Loading Dock/Location</b>	
A	Location	Patented Medicine Prices Review Board 333 Laurier Avenue West 12 <sup>th</sup> Floor Ottawa, Ontario K1A0L9
B	Dock	Use 280 Slater Street loading dock to accommodate delivery trucks
C	Lift	Location has a lift, but will not be required for loading dock access
D	Door	14ft H x 7.5 ft W
E	Freight Elevator	Loading dock booking request to be sent by email to Nadia Laneve - <a href="mailto:nadia.laneve@pmprb-cepmb.gc.ca">nadia.laneve@pmprb-cepmb.gc.ca</a>
F	Other (specify, if any)	53 foot trailers are not accepted. Only 25 ton truck are permitted in loading dock.
<b>3.</b>	<b>Continuance of Certifications</b>	
	<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
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 + 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:	
		PBN:	

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## Product 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	** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
1	6MTRFTRECL30L60WYYY	Casters must be for carpet floors. Table base/supports must be provided in different finishes <b>Tag: B1</b>	10	No		\$	\$
2	6MMTLGREOW42132WYNX	Table base/supports must be provided in different finishes <b>Tag: B2</b>	1	No		\$	\$
3	6MMTSMRELL24L48WNNX	Table base/supports must be provided in different finishes <b>Tag: B5</b>	2	No		\$	\$
4	6CKIVAREWL30L72PNXX	<b>Tag: B7</b>	1	No		\$	\$
5	6MMTSMROPL42XXXWNNX	Table base/supports must be provided in different finishes <b>Tag: B8</b>	1	No			
6	6ZFHLXX24L48HSDSDKX	<b>Tag: B9</b>	3	No			
7	6ZFWHXX24L48HSDSDKX	<b>Tag: B10</b>	3	No			
8	6CSTVASQLL24L24JNXX	Table base/supports must be provided in different finishes <b>Tag: B11</b>	1	No			
<b>**Provide additional information:</b> N/A							
<b>NSA products</b> <i>(must not exceed 30% of the firm quantity by category)</i> The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.							
Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID				
#	NON-SA Product(s)	QTY	** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$	
12	Meeting Room table Description Table must be rectangular Table top must be composed of 1 piece. Table top must be 1 inch(25mm) – 1.5 inches(38mm) thick  Dimensions Must be 48 inches (1219mm) W x 72 inches (1829mm) L. A +/- 25mm (+/- 1”) tolerance is acceptable. Must have a fixed height of 29 inches (737mm) to the top of the surface. A +/- 25mm (+/- 1”) tolerance is acceptable.  Finishes Table top must be finished with high pressure laminate.	2	Yes		\$	\$	

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	<p>Table base/supports must be provided in different base options and finishes</p> <p>Power/Data No power and data are to be provided. No grommet required within the table.</p> <p>Support/Table Bases. The table base must allow for seating on all sides with no knee obstructions. Glides must allow for +/-51mm (+/-2") of levelling minimum.</p> <p><b>Tag:</b> B3</p>					
13	<p>Meeting Room Table</p> <p>Description Table must be rectangular Table top must be composed of 1 piece. Table top must be 1 inch(25mm) – 1.5 inches(38mm) thick</p> <p>Dimensions Must be 48 inches (1219mm) W x 96 inches (2438mm) L. A +/- 25mm (+/- 1") tolerance is acceptable. Must have a fixed height of 29 inches (737mm) to the top of the surface. A +/- 25mm (+/- 1") tolerance is acceptable.</p> <p>Finishes Table top must be finished with high pressure laminate. Table base/supports must be provided in different base options and finishes</p> <p>Power/Data No power and data are to be provided. No grommet required within the table.</p> <p>Support/Table Bases. The table base must allow for seating on all sides with no knee obstructions. Glides must allow for +/-51mm (+/-2") of levelling minimum.</p> <p><b>Tag:</b> B4</p>	1	Yes			
14	<p>Description Table must be rectangular Table top must be composed of 1 piece. Table top must be 1 inch(25mm) – 1.5 inches(38mm) thick</p> <p>Dimensions Must be 30 inches (762mm) W x 72 inches (1829mm)L. A +/- 25mm (+/- 1") tolerance is acceptable. Must have a fixed height of 29 inches (737mm) to the top of the surface. A +/- 25mm (+/- 1") tolerance is acceptable.</p> <p>Finishes Table top must be finished with high pressure laminate. Table base/supports must be provided in different base options w/ casters and finishes</p> <p>Power/Data</p>	1	Yes		\$	\$

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<p>No power and data are to be provided. Grommet required within the table.</p> <p>Support/Table Bases. Other than the side adjacent to a wall, the table base must allow for seating on all sides with no knee obstructions. Casters must be lockable. Casters must be for carpet flooring.</p> <p><b>Tag: B6</b></p>					
<p><b>**Provide additional information:</b></p> <p>Canada is requesting bidders to provide drawings and/or pictures including descriptive literature for these products with your bid submission.</p>				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 \$
ALL	333 Laurier Avenue West 12 <sup>th</sup> Floor Ottawa, Ontario K1A 0L9	On or before 2020-08-31	Normal Business 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 \$
ALL	333 Laurier Avenue West 12 <sup>th</sup> Floor Ottawa, Ontario K1A 0L9	On or before 2020-08-31	Normal Business 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>

	The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.	
<b>2.</b>	<b>Canada's Facilities to Accommodate the Delivery</b> <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>  <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>	
<b>2.1</b>	Loading Dock/Location	
<b>A</b>	Location	Patented Medicine Prices Review Board 333 Laurier Avenue West 12 <sup>th</sup> Floor Ottawa, Ontario K1A0L9
<b>B</b>	Dock	Use 280 Slater Street loading dock to accommodate delivery trucks
<b>C</b>	Lift	Location has a lift, but will not be required for loading dock access
<b>D</b>	Door	14ft H x 7.5 ft W
<b>E</b>	Freight Elevator	Loading dock booking request to be sent by email to Nadia Laneve - <a href="mailto:nadia.laneve@pmprb-cepmb.gc.ca">nadia.laneve@pmprb-cepmb.gc.ca</a>
<b>F</b>	Other (specify, if any)	53 foot trailers are not accepted. Only 25 ton truck are permitted in loading dock.
<b>3.</b>	<b>Continuance of Certifications</b>	
	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.	
<b>3.1</b>	Integrity Provisions	
<b>3.2</b>	Federal Contractor's Program for Employment Equity	
<b>3.4</b>	Product Conformance	
<b>3.5</b>	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)**

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

\* Applicable taxes extra.

**Table 9 – Bidder's Authorized Representative**

<b>1.</b>	<b>Bidder's Authorized Representative for the Bid and the Contract</b>		
	Name:	Telephone:	
		E-Mail:	
		PBN:	

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## Product 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	** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
1	6CSTVASQLW24L24JNXX	Side Table Wood Veneer Table base/supports must be provided in different finishes  <b>Tag: B12</b>	3	Yes		\$	\$
2	6CCTVAROLW30XXXJNXX	Coffee Table Wood Veneer Table base/support must be provided different finishes and be able to nest into item #3, tag B14  <b>Tag: B13</b>	2	Yes		\$	\$
3	6CCTVAROLW36XXXJNXX	Coffee Table Wood Veneer Table base/support must be different finishes and be able to nest into item #2, tag B13  <b>Tag: B14</b>	1	Yes		\$	\$
<b>**Provide additional information:</b> Canada is requesting bidders: to provide drawings and/or pictures including descriptive literature for these products with your bid submission.							
<b>NSA products (must not exceed 30% of the firm quantity by category)</b> 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	** Provide additional Information Yes/No		Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
4	Sofa – 1 Seater Description: Wood and steel construction Classic Scandinavian design – modern, clean lines with rounded corners, deep seat, soft couching interior Must match the same style as the 3 seater sofa  Dimension: 34.75 inches (882.65mm)W x 33inches (838.2mm)D x 28 inches (711mm) H, tolerance given for W, D & H +1 inch (25.4mm)  Finishes: Must be available in Fabric – faux leather or similar material Must have Power coated aluminium legs  <b>Tag: B15</b>	2	Yes			\$	\$

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5	<p>Sofa – 3 seater</p> <p>Description: Wood and Steel construction Classic scandinavian design – modern, clean lines with rounded corners, deep seat with soft couching interior Must match the same style as the 1 seater chair</p> <p>Dimension: 86.75 inches(2203.45mm)W x 86.6 inches (2199.64mm)L x 28 inches (711 mm) H, tolerance given for W, D &amp; H +1 inch (25.4mm)</p> <p>Finishes: Must be available in Fabric – faux leather or similar material Must have Power coated aluminum legs</p> <p>Tag: B16</p>	1	Yes		\$	\$
<p><b>**Provide additional information:</b></p> <p>Canada is requesting bidders: to provide drawings and/or pictures including descriptive literature for these products with your bid submission.</p>				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 \$
ALL	333 Laurier Avenue West 12 <sup>th</sup> Floor Ottawa, Ontario K1A 0L9	On or before 2020-08-31	Normal Business 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 \$
ALL	333 Laurier Avenue West 12 <sup>th</sup> Floor Ottawa, Ontario K1A 0L9	On or before 2020-08-31	Normal Business 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**

<b>1.</b>	<b>Standard Finishes</b>	
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>	
<b>2.</b>	<p><b>Canada's Facilities to Accommodate the Delivery</b></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	<b>Loading Dock/Location</b>	
A	Location	Patented Medicine Prices Review Board 333 Laurier Avenue West 12 <sup>th</sup> Floor Ottawa, Ontario K1A0L9
B	Dock	Use 280 Slater Street loading dock to accommodate delivery trucks
C	Lift	Location has a lift, but will not be required for loading dock access
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F	Other (specify, if any)	53 foot trailers are not accepted. Only 25 ton truck are permitted in loading dock.
<b>3.</b>	<b>Continuance of Certifications</b>	
	<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)	\$
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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 + 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:	
		PBN:	

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**ANNEX B**  
**SECURITY REQUIREMENTS**

There is no security requirement associated with this contract.

## ANNEX D

### Additional Specifications, Certifications

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

#### 1. Specifications

*Category 6B – table 1 – see generic description*

*Category 6C – table 1 – see generic description*

#### 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.

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Supplier's Signature

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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.