



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

Travaux publics et Services gouvernementaux  
Canada  
Voir dans le document/  
See herein  
NA  
Québec  
NA

**REQUEST FOR QUOTATION  
DEMANDE DE PRIX**

**Quotation 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.

**Soumission de prix 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 et 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**

Travaux publics et Services gouvernementaux Canada  
Place Bonaventure, portail Sud-Oue  
800, rue de La Gauchetière Ouest  
7e étage, suite 7300  
Montréal  
Québec  
H5A 1L6

<b>Title - Sujet</b> SA Chairs	
<b>Solicitation No. - N° de l'invitation</b> EE520-210193/A	<b>Date</b> 2020-06-29
<b>Client Reference No. - N° de référence du client</b> R.104777.001	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$MTA-160-15782
<b>File No. - N° de dossier</b> MTA-0-43027 (160)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b>  <b>at - à 02:00 PM</b> <b>on - le 2020-07-14</b>	
<b>Time Zone - Fuseau horaire</b>  Heure Avancée de l'Est HAE	
<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> Asquino, Carolina	<b>Buyer Id - Id de l'acheteur</b> mta160
<b>Telephone No. - N° de téléphone</b> (514)348-4129 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> voir doc	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b> Voir doc.	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> Raison sociale et adresse du fournisseur/de l'entrepreneur	
<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</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

There is no security associated with this requirement.

Contractor may be escorted; possession of a security clearance not required.

### **1.2 Requirement**

This solicitation is issued pursuant to the Supplier's Furniture for Office Seating Supply Arrangement (SA) that forms part of the series of SAs issued by PWGSC with the number E60PQ-120001/PQ. The terms and conditions in the Supplier's SA apply to and form part of this solicitation. Bidders who submit a bid agree to be bound by those terms and conditions as well as the terms and conditions in this solicitation.

The requirement is detailed under Annex A of the resulting contract clauses.

### **1.3 General or Procurement Strategy for Aboriginal Business (PSAB)**

This requirement is a (the checked box applies):

General Stream Procurement

The requirement is subject to all applicable trade agreements as identified in the Notice of Proposed Procurement (NPP).

PSAB Stream Procurement

### **1.4 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

### **1.5 epost Connect service**

This bid solicitation allows Bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

## PART 2 - BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003](#) (2020-05-28) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 3.a) of Section 01, Integrity Provisions - Bid of the Standard Instructions [2003](#) incorporated by reference above is deleted in its entirety and replaced with the following:

- a. at the time of submitting an arrangement under the Request for Supply Arrangements (RFSA), the Bidder has already provided a list of names, as requested under the [Ineligibility and Suspension Policy](#). During this procurement process, the Bidder must immediately inform Canada in writing of any changes affecting the list of names.

### 2.2 Submission of Bids

Bids must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date and time indicated on page 1 of the bid solicitation:

#### PWGSC Québec Region Bid Receiving Unit

Only bids submitted using epost Connect service will be accepted. The Bidder must send an email requesting to open an epost Connect conversation to the following address:

[TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.PWGSC@tpsgc-pwgsc.gc.ca)

**Note: Bids will not be accepted if emailed directly to this email address.** This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions [2003](#), or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

It is the Bidder's responsibility to ensure the request for opening an epost Connect conversation is sent to the email address above at least six days before the solicitation closing date.

Bids transmitted by facsimile or hardcopy to PWGSC will not be accepted.

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EE520-210193/A  
Client Ref. No. - N° de réf. du client  
R.104777.001

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MTA-0-43027

Buyer ID - Id de l'acheteur  
MTA160  
CCC No./N° CCC - FMS No./N° VME

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### **2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than four (4) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

The Bidder must submit its bid electronically in accordance with section 08 of the 2003 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

The bid must be gathered per section and separated as follows:

- Section I: Technical Bid
- Section II: Financial Bid
- Section III: Certifications
- Section IV: Additional Information

Bids transmitted by facsimile or hardcopy will not be accepted.

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

#### **Section I: Technical Bid**

In their Technical Bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

#### **Section II: Financial Bid**

Bidders must submit their Financial Bid in accordance with the Basis of Payment.

##### **3.1.1 Exchange Rate Fluctuation**

[C3011T](#) (2013-11-06), Exchange Rate Fluctuation

#### **Section III: Certifications and Additional Information**

Bidders must submit the certifications and additional information required under Part 5.

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### **4.1.1 Technical Evaluation**

Must meet the requirements of the SA and of Annex A.

#### **4.1.2 Financial Evaluation**

SACC Manual Clause [A0220T](#) (2014-06-26), Evaluation of Price-Bid

### **4.2 Basis of Selection**

SACC Manual clause [A0069T](#) (2007-05-25) Basis of Selection

## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

### **5.1 Certifications Required with the Bid**

Bidders must submit the following duly completed certifications as part of their bid.

#### **5.1.1 Integrity Provisions - Additional Information**

Integrity checks were performed on each Supplier at time of issuance of their respective Supply Arrangement (SA). By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Bid of Standard Instructions listed above.

#### **5.1.2 Product Conformance**

By submitting a bid, the Bidder certifies that all goods proposed conform, and will continue to conform throughout the period of the contract, to the requirement detailed under Annex A and to the Specifications of the series of SAs issued by PWGSC with the number E60PQ-120001/PQ.

#### **5.1.3 Continuance of Certifications**

The Bidder certifies that by submitting a bid in response to this solicitation, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the certifications submitted with its arrangement to become qualified as part of the series of SAs issued by PWGSC with the number E60PQ-120001/PQ.

### **5.2 Certifications Precedent to Contract Award and Additional Information**

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

## 5.2.1 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/canada/esdc/labour's) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

## 5.2.2 Additional Certifications Precedent to Contract Award

### 5.2.2.1 Price Certification

1. This certification applies to Competitive and Non-Competitive Requirements when the Total Evaluated Bid Price is \$50,000.00 or more and the bid is the only responsive bid.
  - a. Price Certification – Canadian-based Suppliers (other than Agency and Resale Outlets)

The Bidder certifies that the price proposed

- i. is not in excess of the lowest price charged anyone else, including the Bidder's most favoured customer, for the like quality and quantity of the goods, services or both;
- ii. does not include an element of profit on the sale in excess of that normally obtained by the Bidder on the sale of goods, services or both of like quality and quantity, and
- iii. does not include any provision for discounts to selling agents.

- b. Price Certification – Canadian Agency and Resale Outlets

The Bidder certifies that the price proposed

- i. is not in excess of the lowest price charged anyone else, including the Bidder's most favoured customer, for the like quality and quantity of the goods, services or both; and does not include an element of profit on the sale in excess of that normally obtained by the Bidder on the sale of goods, services or both of like quality and quantity.

## PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

### 6.1 Security Requirements

#### 6.1.1 There is no security requirement applicable to the Contract.

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.

### 6.2 Requirement

#### 6.2.1 The Contractor must provide office seating in accordance with the Requirement at Annex A.

This contract is issued against the Supplier's Furniture for Office Seating Supply Arrangement (SA) that forms part of the series of SAs issued by PWGSC with the number E60PQ-120001/PQ. The terms and conditions in the Supplier's SA apply to and form part of this contract.

#### 6.2.2 This requirement is a

General Stream Procurement

Procurement Strategy for Aboriginal Business (PSAB) Stream Procurement

### 6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

#### 6.3.1 General Conditions

[2010A](#) (2020-05-28), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

Section 09 - Warranty, is amended as follows:

At Sub-section 1.

Deleted: "The warranty period will be 12 months."

Inserted: "The warranty period will be 10 years with the exception of user adjustable components, which will have a warranty of 5 years."

At Sub-section 2.

Deleted: In its entirety

Inserted: as follows:

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2. The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location as directed by Canada. If, in the opinion of Canada, it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs." All other provisions of the warranty section remain in effect.

## Section 16 - Interest on Overdue Accounts

This provision will not apply to payments made by credit card at point of sale. This provision does not apply to Suppliers whose SAs do not include the provision for payment by credit card.

### **6.4 Term of Contract**

#### **6.4.1 Period of the Contract**

The period of the Contract is from date of Contract to the completion and acceptance of the Work.

#### **6.4.2 Shipping Instructions**

Goods must be delivered DDP (Destination as specified in contract) Incoterms® rules, Applicable Taxes extra.

In addition to the above, the Contractor is to unload and move the goods to the delivery location(s) specified in the contract.

#### **6.4.3 Delivery Date**

All the deliverables must be received on or before the date(s) indicated at Annex B.

Standard Lead time is between 6-10 weeks for furniture delivery and installation.

#### **6.4.4 Delivery and Installation Points Location(s)**

Delivery and Installation of the requirement will be made at the point(s) specified at Annex B of the Contract.

The Project Authority (PA) will provide the Supplier the authority to proceed prior to the finalized delivery and installation date taking into consideration the delivery and installation time provided by the Supplier. Canada will not be responsible if the Supplier chooses to proceed without the PA authorization.

### **6.5 Authorities**

#### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Solicitation No. - N° de l'invitation  
EE520-210193/A  
Client Ref. No. - N° de réf. du client  
R.104777.001

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MTA-0-43027

Buyer ID - Id de l'acheteur  
MTA160  
CCC No./N° CCC - FMS No./N° VME

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Name: Carolina Asquino  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Address: 800 de la Gauchetière Ouest, suite 7300, Montréal (Québec), Canada, H5A 1L6

Telephone: 514-348-4129  
E-mail address: [carolina.asquino@tpsgc-pwgsc.gc.ca](mailto:carolina.asquino@tpsgc-pwgsc.gc.ca)

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

### 6.5.2 Project Authority

The Project Authority for the Contract is: *(to be completed at contract award)*

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

The Project Authority 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. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

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).

### 6.5.3 Contractor's Representative

The Contractors Representative for the Contract is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Telephone: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Payment

### 6.6.1 Basis of Payment

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In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex B – Basis of Payment, for a cost of \$ \_\_\_\_\_ **(to be filled in only at contract award)**. Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

#### **6.6.2 Method of Payment**

SACC Manual clause H1000C (2008-05-12) Single Payment

#### **6.6.3 SACC Manual Clauses**

SACC Manual clause C0100C (2010-01-11) Discretionary Audit - Commercial Goods and/or Services

#### **6.6.4 Electronic Payment of Invoices – Contract**

Canada may pay invoices by credit card if the Contractor's SA indicates acceptance of such payment. Refer to Supplier's SA.

#### **6.7 Invoicing Instructions**

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions.

Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the following address for certification and payment:  
*(inserted at contract award)*
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract. Note, this is only a copy for the contracting file, therefore the Contracting Authority will not be forwarding the invoice for payment.

#### **6.8 Certifications and Additional Information**

##### **6.8.1 Compliance**

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

##### **6.9 Applicable Laws**

As set out in the article "Applicable Laws" in Part 6A of the SA.

##### **6.10 Priority of Documents**

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement of the SA E60PQ-120001;
- (b) the Articles of this Agreement;
- (c) the general conditions 2010A (2020-05-28) – General conditions: Goods (Medium Complexity);
- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment; and
- (f) the Contractor's bid dated \_\_\_\_\_.

#### **6.11 Access to Facilities and Equipment**

Canada's facilities, equipment, documentation and personnel are not automatically at the disposal of the Contractor. If access to government premises, computer systems (micro computer network), working space, telephones, terminals, documentation and personnel for consultation is required by the Contractor to perform the Work, the Contractor must advise the Contracting Authority of the need for such access in a timely fashion. If the Contractor's request for access is approved by Canada and arrangements are made to provide access to the Contractor, the Contractor, its subcontractors, agents and employees must comply with all the conditions applicable at the Work site. The Contractor must further ensure that the facilities and equipment are used solely for the performance of the Contract.

#### **6.12 Canada's Facilities to Accommodate the Delivery**

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.

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

#### **6.13 Standard finishes**

The Project Authority will consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.

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.

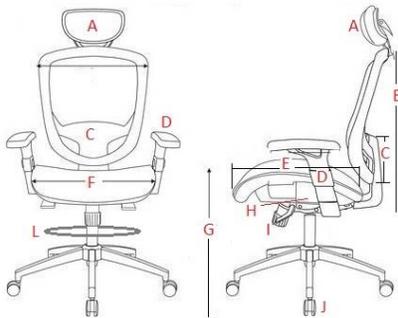
The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.

#### **6.14 SACC Manual Clauses**

- [A9068C](#) (2010-01-11), Government Site Regulations
- [B1501C](#) (2018-06-21), Electrical Equipment
- [B4003T](#) (2011-05-16), Canadian General Standards Board – Standards
- [B6802C](#) (2007-11-30), Government Property
- [B7500C](#) (2006-06-16), Excess Good
- [G1005C](#) (2016-01-28), Insurance - No Specific Requirement

**ANNEX A**  
**REQUIREMENT**

**Table A1: Rotary Chair - Conference**

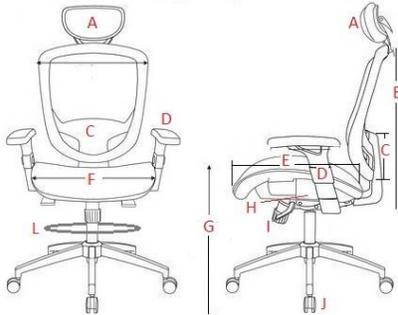


	<b>QTY: <u>16</u></b>
<input checked="" type="checkbox"/> Rotary Chair	
<input type="checkbox"/> Rotary Chair large occupant	
<input type="checkbox"/> Rotary Stool	

	Criteria	Requirement Choices					
<b>A</b>	<b>Headrest</b>	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No preference					
<b>B</b>	<b>Backrest Height</b>	<input checked="" type="checkbox"/> Standard = height between 450mm (17.7 in.) to 660 mm (25.9 in.) <input type="checkbox"/> High = height greater than 660mm (26 in.) <input type="checkbox"/> No preference					
<b>B</b>	<b>Backrest Style Preference(s)</b>	<input type="checkbox"/> No preference <table style="display: inline-table; vertical-align: middle;"> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> <i>Note: style represents overall shape, but the design may vary.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<b>C</b>	<b>Lumbar Support</b>	<input type="checkbox"/> Adjustable = min. 50mm (2 in.) adjustment between 150mm (5.9 in.) to 250mm (9.8 in.) for height <input type="checkbox"/> Up/down <input type="checkbox"/> In/out <input type="checkbox"/> In/out & up/down <input checked="" type="checkbox"/> Fixed = between 150 mm (5.9 in.) to 250 mm (9.8 in.) <input type="checkbox"/> No preference					
<b>D</b>	<b>Armrests</b>	<input checked="" type="checkbox"/> Adjustable <table style="display: inline-table; vertical-align: middle;"> <tr> <td> <input checked="" type="checkbox"/> height = HEIGHT: min. 63mm (2.5 in.) adjustment between 176mm (6.9 in.) to 289mm (11.4 in.)  <input type="checkbox"/> height &amp; width = WIDTH: min.75mm (3 in.) between 443mm (17 in.) to 493mm (19.4 in.)  <input type="checkbox"/> height, width &amp; pivot = PIVOT: min. 20 degrees inward and min. 10 degrees outward  <input type="checkbox"/> pivot               </td> </tr> <tr> <td><input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)</td> </tr> <tr> <td><input type="checkbox"/> None (no Armrests)</td> </tr> </table>	<input checked="" type="checkbox"/> height = HEIGHT: min. 63mm (2.5 in.) adjustment between 176mm (6.9 in.) to 289mm (11.4 in.) <input type="checkbox"/> height & width = WIDTH: min.75mm (3 in.) between 443mm (17 in.) to 493mm (19.4 in.) <input type="checkbox"/> height, width & pivot = PIVOT: min. 20 degrees inward and min. 10 degrees outward <input type="checkbox"/> pivot	<input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)	<input type="checkbox"/> None (no Armrests)		
<input checked="" type="checkbox"/> height = HEIGHT: min. 63mm (2.5 in.) adjustment between 176mm (6.9 in.) to 289mm (11.4 in.) <input type="checkbox"/> height & width = WIDTH: min.75mm (3 in.) between 443mm (17 in.) to 493mm (19.4 in.) <input type="checkbox"/> height, width & pivot = PIVOT: min. 20 degrees inward and min. 10 degrees outward <input type="checkbox"/> pivot							
<input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)							
<input type="checkbox"/> None (no Armrests)							
<b>E</b>	<b>Seat Depth</b>	<input type="checkbox"/> Adjustable = min. 50mm (2 in.) adjustment within the range 420mm (16.5 in.) to 460mm (18.1 in.)					

		<input checked="" type="checkbox"/> Fixed <input type="checkbox"/> No preference	<input type="checkbox"/> Shallow = 380mm (15 in.) to 420mm (16.5 in.) <input checked="" type="checkbox"/> Medium = greater than 420mm (16.5 in.) to 460mm (18.1 in.) <input type="checkbox"/> Deep = greater than 460mm (18.1 in.)
<b>F</b>	<i>Seat Width</i>	<i>Standard rotary chairs and stools have a minimum width of 450mm (17.7in.)          Large Occupant models have a minimum width of 560mm (22 in.)</i>	
<b>G</b>	<i>Seat Height</i>	<i>Rotary Chair</i>	<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Fixed = between 417mm (16.4 in.) to 512mm (20.2 in.)
		<i>Rotary Stool</i>	<input checked="" type="checkbox"/> Standard = includes 417mm (16.4 in.) or less to 512mm (20.2in.) or more <input type="checkbox"/> Low = includes 376mm (14.8 in.) to 439mm (17.3 in.) <input type="checkbox"/> Fixed = must be equal or greater than 670 mm (27.5 in.) <input type="checkbox"/> Adjustable = must include range from 580mm (23 in.) to 840 mm (33 in.).
<b>H</b>	<i>Tilt Mechanism</i>	<input checked="" type="checkbox"/> Synchro tilt = seat and backrest tilt at the same time in a simultaneous movement, with the seat in a ratio greater than 1:1 <input type="checkbox"/> Unison tilt = Seat and backrest (including knee) tilt in unison, a ratio of 1:1 <input type="checkbox"/> Back tilt = Seat angle and back angle adjustment to be adjustable independently of each other <input type="checkbox"/> No preference	
<b>I</b>	<i>Seat and Backrest Locks</i>	<input type="checkbox"/> Setup Position = seat is in the most horizontal position and the backrest in the most vertical position <input checked="" type="checkbox"/> Multiple Positions = includes the setup position and additional angles of seat and backrest <input type="checkbox"/> No preference	
<b>J</b>	<i>Casters</i>	<input type="checkbox"/> carpet = for carpeted/ soft floors <input checked="" type="checkbox"/> hard surface = for hard surfaced floors	
<b>L</b>	<i>Foot Ring</i>	<i>Standard with stool models only</i>	
	<i>Upholstery</i>	Backrest	<input type="checkbox"/> Upholstery <input checked="" type="checkbox"/> Mesh <input type="checkbox"/> Other _____
		Seat	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Mesh <input type="checkbox"/> Other _____
		<input type="checkbox"/> No preference	
	<i>Additional Criteria</i>	<i>Add any additional criteria in this section that is <u>not</u> brand specific like additional padding, frame finish, removable armrests, etc.</i>	

**Table A2: Rotary Chair - ERGO**

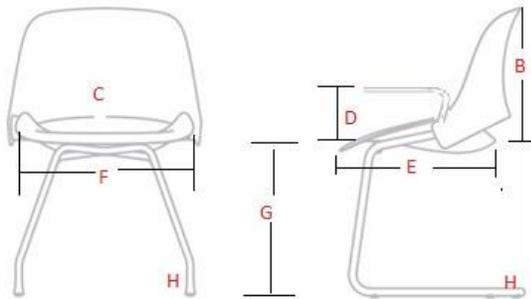


	<b>QTY: 85</b>
<input checked="" type="checkbox"/> Rotary Chair <input type="checkbox"/> Rotary Chair large occupant <input type="checkbox"/> Rotary Stool	

	Criteria	Requirement Choices
<b>A</b>	<b>Headrest</b>	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No preference
<b>B</b>	<b>Backrest Height</b>	<input checked="" type="checkbox"/> Standard = height between 450mm (17.7 in.) to 660 mm (25.9 in.) <input type="checkbox"/> High = height greater than 660mm (26 in.) <input type="checkbox"/> No preference
<b>B</b>	<b>Backrest Style Preference(s)</b>	<input type="checkbox"/> No preference <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;"> <div style="text-align: center;"> <input type="checkbox"/></div> <div style="text-align: center;"> <input checked="" type="checkbox"/></div> <div style="text-align: center;"> <input type="checkbox"/></div> <div style="text-align: center;"> <input type="checkbox"/></div> </div> <p style="font-size: small; margin-top: 5px;">Note: style represents overall shape, but the design may vary.</p>
<b>C</b>	<b>Lumbar Support</b>	<div style="display: flex; justify-content: space-between;"> <div style="width: 65%;"> <input checked="" type="checkbox"/> Adjustable = min. 50mm (2 in.) adjustment between 150mm (5.9 in.) to 250mm (9.8 in.) for height   <input type="checkbox"/> Fixed = between 150 mm (5.9 in.) to 250 mm (9.8 in.)   <input type="checkbox"/> No preference               </div> <div style="width: 30%;"> <input type="checkbox"/> Up/down  <input type="checkbox"/> In/out  <input type="checkbox"/> In/out &amp; up/down               </div> </div>
<b>D</b>	<b>Armrests</b>	<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <input checked="" type="checkbox"/> Adjustable         </div> <div style="width: 65%;"> <input type="checkbox"/> height = HEIGHT: min. 63mm (2.5 in.) adjustment between 176mm (6.9 in.) to 289mm (11.4 in.)  <input checked="" type="checkbox"/> height &amp; width = WIDTH: min.75mm (3 in.) between 443mm (17 in.) to 493mm (19.4 in.)  <input type="checkbox"/> height, width &amp; pivot = PIVOT: min. 20 degrees inward and min. 10 degrees outward  <input type="checkbox"/> pivot         </div> </div> <input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.) <input type="checkbox"/> None (no Armrests)
<b>E</b>	<b>Seat Depth</b>	<input checked="" type="checkbox"/> Adjustable = min. 50mm (2 in.) adjustment within the range 420mm (16.5 in.) to 460mm (18.1 in.)  <input type="checkbox"/> Fixed <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 30%;"></div> <div style="width: 65%;"> <input type="checkbox"/> Shallow = 380mm (15 in.) to 420mm (16.5 in.)  <input type="checkbox"/> Medium = greater than 420mm (16.5 in.) to 460mm (18.1 in.)  <input type="checkbox"/> Deep = greater than 460mm (18.1 in.)           </div> </div> <input type="checkbox"/> No preference

<b>F</b>	<b>Seat Width</b>	<i>Standard rotary chairs and stools have a minimum width of 450mm (17.7in.) Large Occupant models have a minimum width of 560mm (22 in.)</i>	
<b>G</b>	<b>Seat Height</b>	<b>Rotary Chair</b>	<input checked="" type="checkbox"/> <b>Adjustable</b> <input checked="" type="checkbox"/> <b>Standard</b> = includes 417mm (16.4 in.) or less to 512mm (20.2in.) or more <input type="checkbox"/> <b>Low</b> = includes 376mm (14.8 in.) to 439mm (17.3 in.) <input type="checkbox"/> <b>Fixed</b> = between 417mm (16.4 in.) to 512mm (20.2 in.)
		<b>Rotary Stool</b>	<input type="checkbox"/> <b>Fixed</b> = must be equal or greater than 670 mm (27.5 in). <input type="checkbox"/> <b>Adjustable</b> = must include range from 580mm (23 in.) to 840 mm (33 in.).
<b>H</b>	<b>Tilt Mechanism</b>	<input checked="" type="checkbox"/> <b>Synchro tilt</b> = seat and backrest tilt at the same time in a simultaneous movement, with the seat in a ratio greater than 1:1 <input type="checkbox"/> <b>Unison tilt</b> = Seat and backrest (including knee) tilt in unison, a ratio of 1:1 <input type="checkbox"/> <b>Back tilt</b> = Seat angle and back angle adjustment to be adjustable independently of each other <input type="checkbox"/> <b>No preference</b>	
<b>I</b>	<b>Seat and Backrest Locks</b>	<input type="checkbox"/> <b>Setup Position</b> = seat is in the most horizontal position and the backrest in the most vertical position <input checked="" type="checkbox"/> <b>Multiple Positions</b> = includes the setup position and additional angles of seat and backrest <input type="checkbox"/> <b>No preference</b>	
<b>J</b>	<b>Casters</b>	<input type="checkbox"/> <b>carpet</b> = for carpeted/ soft floors <input checked="" type="checkbox"/> <b>hard surface</b> = for hard surfaced floors	
<b>L</b>	<b>Foot Ring</b>	<i>Standard with stool models only</i>	
	<b>Upholstery</b>	<b>Backrest</b>	<input type="checkbox"/> Upholstery <input checked="" type="checkbox"/> <b>Mesh</b> <input type="checkbox"/> Other _____
		<b>Seat</b>	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Mesh <input type="checkbox"/> Other _____
		<input type="checkbox"/> <b>No preference</b>	
	<b>Additional Criteria</b>	<i>Add any additional criteria in this section that is <u>not</u> brand specific like additional padding, frame finish, removable armrests, etc.</i>	

**Table A3: Side Chair - Visitor**



**Side Chair** QTY: 30

	Criteria	Requirement Choices
<b>B</b>	<i>Backrest Height</i>	standard with minimum height of 354 mm (13.9 in)
	<i>Backrest Style Preference(s)</i>	<input type="checkbox"/> No preference <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  Note: style represents overall shape, but the design may vary.
<b>C</b>	<i>Lumbar Support</i>	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes = between 150 mm (5.9 in.) to 250 mm (9.8 in.)
<b>D</b>	<i>Armrests</i>	<input checked="" type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)
		<input type="checkbox"/> Adjustable <input type="checkbox"/> Height only = HEIGHT: min. 63mm (2.5 in.) adjustment between 176mm (6.9 in.) to 289mm (11.4 in.) <input type="checkbox"/> Height & width only = WIDTH: min. 75mm (3 in.) between 443mm (17 in.) to 493mm (19.4 in.)
		<input type="checkbox"/> No Armrest
<b>E</b>	<i>Seat Depth</i>	<input checked="" type="checkbox"/> Fixed <input type="checkbox"/> Shallow = 380mm (15 in.) to 420mm (16.5 in.) <input type="checkbox"/> Medium = greater than 420mm (16.5 in.) to 460mm (18.1 in.) <input type="checkbox"/> Deep = greater than 460mm (18.1 in.) <input checked="" type="checkbox"/> No preference
<b>F</b>	<i>Seat Width</i>	standard with minimum width of 400mm (15.7in.)
<b>G</b>	<i>Seat Height</i>	<input checked="" type="checkbox"/> Fixed = between 417mm (16.4 in.) to 512mm (20.2 in.)
<b>H</b>	<i>Stacking:</i>	<input type="checkbox"/> nesting (horizontal stacking) <input checked="" type="checkbox"/> (vertical stacking) <input type="checkbox"/> No preference
	<i>Base Style</i>	<input checked="" type="checkbox"/> Legs (4 post) <input type="checkbox"/> Glides <input type="checkbox"/> Casters for carpet = for carpeted/ soft floors <input checked="" type="checkbox"/> Casters for hard surfaces = for hard surfaced floors <input type="checkbox"/> Other:

Solicitation No. - N° de l'invitation  
 EE520-210193/A  
 Client Ref. No. - N° de réf. du client  
 R.104777.001

Amd. No. - N° de la modif.  
 File No. - N° du dossier  
 MTA-0-43027

Buyer ID - Id de l'acheteur  
 MTA160  
 CCC No./N° CCC - FMS No./N° VME

		<input type="checkbox"/> Sled <input type="checkbox"/> Cantilever <input type="checkbox"/> Other _____ <input type="checkbox"/> No preference
	<i>Upholstery</i>	Backrest <input type="checkbox"/> Upholstery <input checked="" type="checkbox"/> Mesh <input type="checkbox"/> Other _____
		Seat <input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Mesh <input type="checkbox"/> Other _____
		<input type="checkbox"/> No preference
	<i>Additional Criteria</i>	<i>Add any additional criteria in this section that is not brand specific like additional padding, frame finish, removable armrests , etc.</i>

**ANNEX B**  
**BASIS OF PAYMENT**

**1. Procurement Strategy**

- Subcategory Procurement  
 All-inclusive Procurement

**2. Product and Pricing**

**INSTRUCTIONS TO BIDDERS:** Bidders are to complete Sections B of the tables identified by the IU in this article as well as Tables 5, 8 and 9. **Bidders must provide a complete product offering for each Subcategory or All-inclusive Procurement.** In a resulting contract, the term "Bid" means the Supplier's commitment, the term "Bidder" means "Contractor".

**ALL-INCLUSIVE PROCUREMENT**

**Table 1: Summary of Chairs for All-inclusive procurement. (*Bidder to complete pricing*)**

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Table	Title	Quantity (A)	Manufacturer/ Series/Model	Firm Unit Price (B)	Product Total (C)=(A)x(B)
A1	Rotary Chair - Conference	16		\$	\$
A2	Rotary Chair - ERGO	85		\$	\$
A3	Side Chair - Visitor	30		\$	\$
Subtotal:					\$

**Table 2 – Optional Product (chairs)**  Not Applicable

**Table 3 – Delivery** (*Standard Lead time is between 6-10 weeks for furniture delivery and installation*)

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Table(s)	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 \$
A1, A2 & A3	1501 Boul. Forillon – RDC - 2e - 3e Gaspé, Qc G4X 6L1	2020-08-31	Normal – 8 AM to 4 PM		\$

Solicitation No. - N° de l'invitation  
EE520-210193/A  
Client Ref. No. - N° de réf. du client  
R.104777.001

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MTA-0-43027

Buyer ID - Id de l'acheteur  
MTA160  
CCC No./N° CCC - FMS No./N° VME

<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5. If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time.</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:	\$
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**Table 4 – Optional Delivery**  Not Applicable

**Table 5 - Canada's Facilities to Accommodate the Delivery**

Canada's Facilities to Accommodate the Delivery	
Loading Dock/Location	Access to the rear of the building, via "saut-de-loup" for elevator access to the basement
Dock	None
Lift	- DOOR DIMENSIONS H X W: 2135 mm x 1067 mm - CABIN DIMENSIONS (HEIGHT X WIDTH X DEPTH): 2369 mm x 1970 mm x 1306 mm - APPROXIMATE DISTANCE TO SHIPPING DOCK: 12 m between door P001X & elevator, in basement - APPROXIMATE DISTANCE TO ROOMS : variable – see plans
Door	Saut-de-loup = 3960 mm x 2690 mm (L x P) Door P001X = 3050mm x 2745mm (H x L)
Freight Elevator	N/A
Other (specify, if any)	- Door P001X = 2700 mm - MAXIMUM ALLOWABLE TRUCK DIMENSIONS (INCLUDING BOX OR TRAILER - HEIGHT X WIDTH X LENGTH)/ (HEIGHT X WIDTH X LENGTH): 4,15 m x 2,60 m x 23,00 m - WHAT KING OF TRUCK CAN ACCESS IT? 75 foot total (max. trailer 53 foot)

**Table 6 – Installation** (Standard Lead time is between 6-10 weeks for furniture delivery and installation)

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 install as per below**	Firm Lot Price \$
1-46	1501 Boul. Forillon – RDC - 2e - 3e Gaspé, Qc G4X 6L1	2020-08-31 to 2020-09-04	Normal – 8 AM to 4 PM		\$
<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 7 – Optional Installation**  Not Applicable

**Table 8 - Bid Evaluation and Contract Total for \_\_\_\_\_**

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

\*Taxes extra

**Table 9 – Bidder's Authorized Representative for \_\_\_\_\_**

1.	Bidder's Authorized Representative for the Bid and the Contract	
	Name:	Telephone:
		Email:
		SA number:
		PBN: