

RETURN BID TO/ RETOURNER LES SOUMISSIONS À :

Bidders are to send an email to confirm their bid submission at [CBSA-ASFC Solicitations-Demandes de soumissions@cbsa-asfc.gc.ca](mailto:CBSA-ASFC_Solicitations-Demandes_de_soumissions@cbsa-asfc.gc.ca).

Nous invitons les soumissionnaires à envoyer un courriel pour confirmer le dépôt de leur soumission à [CBSA-ASFC Solicitations-Demandes de soumissions@cbsa-asfc.gc.ca](mailto:CBSA-ASFC_Solicitations-Demandes_de_soumissions@cbsa-asfc.gc.ca).

**Request for Proposal
Demande de proposition**

Proposal to: Canada Border Services Agency (CBSA)

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 à : l'Agence des services frontaliers du Canada (ASFC)

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 appendices ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments — Commentaires :

This bid solicitation is issued in accordance with the conditions of the Supply Arrangement E60PQ-120001/PQ.

Cette demande de soumissions est émise conformément aux conditions de l'arrangement en matière d'approvisionnement E60PQ-120001/PQ.

Issuing Office – Bureau de distribution
CBSA / ASFC
355 Ch. North River Road, 17th Floor – 17^{ième} étage
Ottawa ON K1A 0L8

Title — Sujet: Office Seating for CBSA	
Solicitation No. — N° de l'invitation 1000357526	Date: April 22, 2021

Solicitation Closes — L'invitation prend fin	Time Zone — Fuseau horaire
At /à: 02:00 PM (hours/heures)	<input type="checkbox"/> EST (Eastern Standard Time)/ HNE (heure normale de l'Est)
On/le: May 4, 2021	<input checked="" type="checkbox"/> EDT (Eastern Daylight Saving Time)/ HAE (heure avancée de l'Est)

F.O.B. — F.A.B.
Plant-Usine: Destination: Other — Autre:

Address Enquiries to — Adresser toutes questions à:

All communications related to this solicitation must be sent to:
EMAIL: [CBSA-ASFC Solicitations-Demandes de soumissions@cbsa-asfc.gc.ca](mailto:CBSA-ASFC_Solicitations-Demandes_de_soumissions@cbsa-asfc.gc.ca)

Attn : Alexandre Mallette

Telephone No. — No de téléphone: 343-551-6916	FAX No. — No de télécopieur :
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Destination - of Goods and or Services: Destination – des biens et ou services :
Canada Border Services Agency (CBSA) — Agence des services frontaliers du Canada (ASFC)

Instructions: See Herein — Voir aux présentes

Delivery Required — Livraison exigée	Delivery Offered — Livraison proposée
See herein — voir aux présentes	

Vendor/Firm Name and Address — Raison sociale et adresse du fournisseur/de l'entrepreneur:	
Telephone No. — No de téléphone:	FAX No. — No de télécopieur :

Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) — Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

TABLE OF CONTENTS

TABLE OF CONTENTS	1
1.1 SECURITY REQUIREMENTS	3
1.2 REQUIREMENT	3
1.3 GENERAL OR PROCUREMENT STRATEGY FOR ABORIGINAL BUSINESS (PSAB)	3
1.4 DEBRIEFINGS	3
PART 2 - BIDDER INSTRUCTIONS	4
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	4
2.2 SUBMISSION OF BIDS.....	4
2.3 ENQUIRIES - BID SOLICITATION.....	4
2.4 BID CHALLENGE AND RECOURSE MECHANISMS.....	5
PART 3 - BID PREPARATION INSTRUCTIONS.....	6
3.1 BID PREPARATION INSTRUCTIONS	6
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	7
4.1 EVALUATION PROCEDURES.....	7
4.2 BASIS OF SELECTION.....	7
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION	8
5.1 CERTIFICATIONS REQUIRED WITH THE BID	8
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	8
PART 6 - RESULTING CONTRACT CLAUSES	10
6.1 SECURITY REQUIREMENTS	10
6.2 REQUIREMENT	10
6.3 STANDARD CLAUSES AND CONDITIONS.....	10
6.4 TERM OF CONTRACT	11
6.5 AUTHORITIES	11
6.6 PAYMENT	12
6.7 INVOICING INSTRUCTIONS	13
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION.....	13
6.9 APPLICABLE LAWS.....	13
6.10 PRIORITY OF DOCUMENTS	14
6.11 ACCESS TO FACILITIES AND EQUIPMENT	14
6.12 CANADA'S FACILITIES TO ACCOMMODATE THE DELIVERY	14
6.13 STANDARD FINISHES.....	14
6.14 SACC MANUAL CLAUSES	15
ANNEX A	16
REQUIREMENT.....	16
ANNEX B	30
BASIS OF PAYMENT	30

PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There is no security associated with this requirement.

Contractor/Offer personnel MAY NOT ENTER sites where (CLASSIFIED/PROTECTED) information or assets are kept, without an escort provided by the department or agency for which the work is being performed.

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:

General Stream Procurement

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

PSAB Stream Procurement

This procurement is set aside under the federal government Procurement Strategy for Aboriginal Business. For more information on Aboriginal business requirements of the Set-aside Program for Aboriginal Business, refer to [Annex 9.4](#) of the Supply Manual.

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.

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 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

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 Canada Border Services Agency's Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than three (3) 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.

2.4 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:
- Office of the Procurement Ombudsman (OPO)
 - Canadian International Trade Tribunal (CITT)
- (c) Suppliers should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

- Section I: Technical Bid (1 electronic copy)
- Section II: Financial Bid (1 electronic copy)
- Section III: Certifications and Additional Information (1 electronic copy)

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

Canada requests that Bidders follow the format instructions described below in the preparation of hard copy of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573). To assist Canada in reaching its objectives, Bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

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

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

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

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/Offer personnel MAY NOT ENTER sites where (CLASSIFIED/PROTECTED) 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

PSAB Stream

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:

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 Delivery Date

All deliverables must be received no later than September 12, 2021.

6.4.3 Shipping Instructions

If delivery is required: 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.

6.4.4 Delivery and Installation Points Location

Delivery and Installation of the requirement will be made at the point 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:

Name: Alexandre Mallette
Title: Intermediate Contract Officer
Department: Canada Border Services Agency
Address: 355 North River Road, Ottawa, ON K1A 0L8

Telephone: 343-551-6916
E-mail address: Alexandre.Malette@cbsa.asfc.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: *(to be completed at contract award)*

Name: _____

Title: _____

Telephone: ____ _

E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

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 H1001C (2008-05-12) Multiple 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 send the original and one copy of the invoice to the Technical Authority's paying office (CBSA Finance) at the following location on a monthly basis:

All invoices must be submitted using the following method (only one copy of the invoice should be sent to the Agency):

Email: Only legible electronic (PDF, Word, Excel) files will be accepted; all others will be returned.

vendors-fournisseurs@cbsa-asfc.gc.ca

This email address is to be used for submitting invoices and for payment status inquiries.

Direct Deposit:

The Government of Canada will soon be phasing out federal government cheques; we strongly encourage Businesses that supply goods and services to the Government of Canada to enrol in direct deposit for account payable.

Please contact ca-ci@cbsa-asfc.gc.ca to obtain additional information, to confirm direct deposit enrolment process and the steps to be followed.

IMPORTANT NOTE: If a supplier omits any required information pertaining to payment processing from the invoice, the invoice will be returned at the discretion of the CBSA and will not be paid until valid payment referencing is provided.

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;
- (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 Identified User (IU) 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

SACC Manual clause [B7500C](#) (2006-06-16), Excess Goods

SACC Manual clause [A9068C](#) (2010-01-11), Government Site Regulations

SACC Manual clause [B1501C](#) (2018-06-21), Electrical Equipment

SACC Manual clause [B4003T](#) (2011-05-16), Canadian General Standards Board – Standards

SACC Manual clause [B6802C](#) (2007-11-30), Government Property

SACC Manual clause [G1005C](#) (2016-01-28), Insurance - No Specific Requirement

ANNEX A REQUIREMENT

Table A1: Rotary chair A



CHAIR TYPE	QTY: 18
<input checked="" type="checkbox"/> Rotary Chair (up to 275 lbs) <input type="checkbox"/> Rotary Chair large occupant (275 to 400 lbs) <input type="checkbox"/> Rotary Stool	

<u>Continuance of Certifications and additional information:</u>				
Canada may request copies of any SA certification(s) or additional information to confirm/review chair criteria of product proposed prior to contract award within a time period specified by the Identified User.				
Criteria	Requirement Choices			
A <i>Headrest</i>	<input type="checkbox"/> Yes – Adjustable and Removable <input checked="" type="checkbox"/> No			
B <i>Backrest Height</i>	<input type="checkbox"/> Standard = height between 450 mm (17.7 in.) to 660 mm (26.0 in.) <input type="checkbox"/> High = height greater than 660 mm (26.0 in.) <input checked="" type="checkbox"/> No preference			
B <i>Backrest Style Preference(s)</i>	<input checked="" type="checkbox"/> No preference <i>note: style represents overall shape, design may vary</i>			
	 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
C <i>Lumbar Support</i>	<u>Adjustable</u> <input checked="" type="checkbox"/> Up/Down = min. 50 mm (2.0 in.) height adjustment between 150mm (5.9 in.) to 250 mm (9.8 in.) <input checked="" type="checkbox"/> Up/Down & In/Out <hr/> <input checked="" type="checkbox"/> Fixed = between 150 mm (5.9 in.) to 250 mm (9.8 in.) above seat			
D <i>Armrests</i>	<u>Adjustable</u> <input checked="" type="checkbox"/> Height adjustable = min. 63 mm (2.5 in.) adjustment between 176 mm (6.9 in.) to 289 mm (11.4 in.) <input checked="" type="checkbox"/> Width adjustable = min. 75 mm (3.0 in.) adjustment between 443 mm (17.0 in.) to 493 mm (19.4 in.) <input checked="" type="checkbox"/> Pivot adjustable = min. 20 degrees inward and min. 10 degrees outward <hr/> <input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.) <input type="checkbox"/> None			
E <i>Seat Depth</i>	<input checked="" type="checkbox"/> Adjustable = min. 50 mm (2.0 in.) adjustment within the range 420 mm (16.5 in.) to 460 mm (18.1 in.) <hr/> <input type="checkbox"/> Fixed <table style="display: inline-table; vertical-align: top; margin-left: 20px;"> <tr> <td><input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)</td> </tr> <tr> <td><input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</td> </tr> <tr> <td><input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)</td> </tr> </table>	<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)	<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)	<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)
<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)				
<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)				
<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)				

F	Seat Width	Refer to chair type above <i>Rotary chairs and stools = min. width of 450 mm (17.7in.)</i> <i>Rotary Large Occupant models = min. width of 560 mm (22.0 in.)</i>	
G	Seat Height	<i>Rotary Chair</i>	<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Fixed = <i>between 417 mm (16.4 in.) to 512 mm (20.2 in.)</i> <input type="checkbox"/> Standard = <i>includes 417 mm (16.4 in.) or less to 512 mm (20.2in.) or more</i> <input type="checkbox"/> Low = <i>includes 376 mm (14.8 in.) to 439 mm (17.3 in.)</i> <input type="checkbox"/> other = <i>*specify additional criteria below</i>
		<i>Rotary Stool choose 1</i>	<input type="checkbox"/> Adjustable = <i>includes range from 580 mm (23 in.) to 840 mm (33 in.)</i> <input type="checkbox"/> Fixed = <i>equal or greater than 670 mm (27.5 in)</i>
H	Tilt Mechanism	<input checked="" type="checkbox"/> Synchro-tilt = <i>Preset ratio >1:1</i> <input checked="" type="checkbox"/> Unison-tilt = <i>Preset ratio of 1:1</i> <input checked="" type="checkbox"/> Independent-tilt = <i>Seat and backrest angle adjust independently of each other</i>	
I	Seat and Backrest Locks	<input type="checkbox"/> Setup Position = <i>chair locks into position with seat flat and backrest straight</i> <input checked="" type="checkbox"/> Multiple Positions = <i>chair locks into setup position plus other angles for seat and backrest</i>	
J	Casters	<input type="checkbox"/> carpet <input checked="" type="checkbox"/> hard surface	
L	Foot Ring	<i>Standard with stool models only</i>	
	Finishes (Upholstery / Non-Upholstery)	Backrest	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Other _____ <i>*specify additional criteria below</i> <input type="checkbox"/> Breathable material (Mesh)
		Seat	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Other _____ <i>*specify additional criteria below</i> <input type="checkbox"/> Breathable material (Mesh)
	Additional Criteria: <i>If applicable:</i>	N/A	

Table A2: Rotary chair B



CHAIR TYPE	QTY: 28
<input checked="" type="checkbox"/> Rotary Chair (up to 275 lbs) <input type="checkbox"/> Rotary Chair large occupant (275 to 400 lbs) <input type="checkbox"/> Rotary Stool	

Continuance of Certifications and additional information:

Canada may request copies of any SA certification(s) or additional information to confirm/review chair criteria of product proposed prior to contract award within a time period specified by the Identified User.

Criteria	Requirement Choices			
A Headrest	<input type="checkbox"/> Yes – Adjustable and Removable <input checked="" type="checkbox"/> No			
B Backrest Height	<input type="checkbox"/> Standard = height between 450 mm (17.7 in.) to 660 mm (26.0 in.) <input type="checkbox"/> High = height greater than 660 mm (26.0 in.) <input checked="" type="checkbox"/> No preference			
B Backrest Style Preference(s)	<input checked="" type="checkbox"/> No preference <i>note: style represents overall shape, design may vary</i>			
C Lumbar Support	<u>Adjustable</u> <input checked="" type="checkbox"/> Up/Down = min. 50 mm (2.0 in.) height adjustment between 150mm (5.9 in.) to 250 mm (9.8 in.) <input checked="" type="checkbox"/> Up/Down & In/Out <input type="checkbox"/> Fixed = between 150 mm (5.9 in.) to 250 mm (9.8 in.) above seat			
D Armrests	<u>Adjustable</u> <input checked="" type="checkbox"/> Height adjustable = min. 63 mm (2.5 in.) adjustment between 176 mm (6.9 in.) to 289 mm (11.4 in.) <input checked="" type="checkbox"/> Width adjustable = min. 75 mm (3.0 in.) adjustment between 443 mm (17.0 in.) to 493 mm (19.4 in.) <input checked="" type="checkbox"/> Pivot adjustable = min. 20 degrees inward and min. 10 degrees outward <input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.) <input type="checkbox"/> None			
E Seat Depth	<input checked="" type="checkbox"/> Adjustable = min. 50 mm (2.0 in.) adjustment within the range 420 mm (16.5 in.) to 460 mm (18.1 in.) <input type="checkbox"/> Fixed <table border="1" style="display: inline-table; vertical-align: top;"> <tr> <td><input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)</td> </tr> <tr> <td><input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</td> </tr> <tr> <td><input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)</td> </tr> </table>	<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)	<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)	<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)
<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)				
<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)				
<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)				
F Seat Width	<u>Refer to chair type above</u> Rotary chairs and stools = min. width of 450 mm (17.7in.) Rotary Large Occupant models = min. width of 560 mm (22.0 in.)			

G	Seat Height	<i>Rotary Chair</i>	<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Standard = includes 417 mm (16.4 in.) or less to 512 mm (20.2in.) or more <input type="checkbox"/> Low = includes 376 mm (14.8 in.) to 439 mm (17.3 in.) <input type="checkbox"/> other = *specify additional criteria below
			<input type="checkbox"/> Fixed = between 417 mm (16.4 in.) to 512 mm (20.2 in.)
		<i>Rotary Stool choose 1</i>	<input type="checkbox"/> Adjustable = includes range from 580 mm (23 in.) to 840 mm (33 in.) <input type="checkbox"/> Fixed = equal or greater than 670 mm (27.5 in)
H	Tilt Mechanism	<input checked="" type="checkbox"/> Synchro-tilt = Preset ratio >1:1 <input checked="" type="checkbox"/> Unison-tilt = Preset ratio of 1:1 <input checked="" type="checkbox"/> Independent-tilt = Seat and backrest angle adjust independently of each other	
I	Seat and Backrest Locks	<input type="checkbox"/> Setup Position = chair locks into position with seat flat and backrest straight <input checked="" type="checkbox"/> Multiple Positions = chair locks into setup position plus other angles for seat and backrest	
J	Casters	<input checked="" type="checkbox"/> carpet <input type="checkbox"/> hard surface	
L	Foot Ring	Standard with stool models only	
	Finishes (Upholstery / Non-Upholstery)	Backrest	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Other _____ *specify additional criteria below <input type="checkbox"/> Breathable material (Mesh)
		Seat	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Other _____ *specify additional criteria below <input type="checkbox"/> Breathable material (Mesh)
	Additional Criteria: If applicable:	N/A	

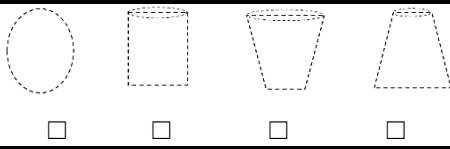
Table A3: Rotary chair C



CHAIR TYPE	QTY: 52
<input checked="" type="checkbox"/> Rotary Chair (up to 275 lbs) <input type="checkbox"/> Rotary Chair large occupant (275 to 400 lbs) <input type="checkbox"/> Rotary Stool	

Continuance of Certifications and additional information:

Canada may request copies of any SA certification(s) or additional information to confirm/review chair criteria of product proposed prior to contract award within a time period specified by the Identified User.

Criteria	Requirement Choices			
A Headrest	<input type="checkbox"/> Yes – Adjustable and Removable <input checked="" type="checkbox"/> No			
B Backrest Height	<input checked="" type="checkbox"/> Standard = height between 450 mm (17.7 in.) to 660 mm (26.0 in.) <input type="checkbox"/> High = height greater than 660 mm (26.0 in.) <input type="checkbox"/> No preference			
B Backrest Style Preference(s)	<input checked="" type="checkbox"/> No preference <i>note: style represents overall shape, design may vary</i> <div style="display: flex; justify-content: space-around; align-items: center;">  </div>			
C Lumbar Support	<u>Adjustable</u> <input checked="" type="checkbox"/> Up/Down = min. 50 mm (2.0 in.) height adjustment between 150mm (5.9 in.) to 250 mm (9.8 in.) <input checked="" type="checkbox"/> Up/Down & In/Out <input type="checkbox"/> Fixed = between 150 mm (5.9 in.) to 250 mm (9.8 in.) above seat			
D Armrests	<u>Adjustable</u> <input type="checkbox"/> Height adjustable = min. 63 mm (2.5 in.) adjustment between 176 mm (6.9 in.) to 289 mm (11.4 in.) <input type="checkbox"/> Width adjustable = min. 75 mm (3.0 in.) adjustment between 443 mm (17.0 in.) to 493 mm (19.4 in.) <input type="checkbox"/> Pivot adjustable = min. 20 degrees inward and min. 10 degrees outward <input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.) <input checked="" type="checkbox"/> None			
E Seat Depth	<input checked="" type="checkbox"/> Adjustable = min. 50 mm (2.0 in.) adjustment within the range 420 mm (16.5 in.) to 460 mm (18.1 in.) <input type="checkbox"/> Fixed <table border="1" style="margin-left: 20px;"> <tr> <td><input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)</td> </tr> <tr> <td><input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</td> </tr> <tr> <td><input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)</td> </tr> </table>	<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)	<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)	<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)
<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)				
<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)				
<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)				
F Seat Width	<u>Refer to chair type above</u> Rotary chairs and stools = min. width of 450 mm (17.7in.) Rotary Large Occupant models = min. width of 560 mm (22.0 in.)			

G	Seat Height	Rotary Chair	<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Fixed = between 417 mm (16.4 in.) to 512 mm (20.2 in.)	<input checked="" type="checkbox"/> Standard = includes 417 mm (16.4 in.) or less to 512 mm (20.2in.) or more <input type="checkbox"/> Low = includes 376 mm (14.8 in.) to 439 mm (17.3 in.) <input type="checkbox"/> other = *specify additional criteria below
		Rotary Stool <i>choose 1</i>	<input type="checkbox"/> Adjustable = includes range from 580 mm (23 in.) to 840 mm (33 in.) <input type="checkbox"/> Fixed = equal or greater than 670 mm (27.5 in)	
H	Tilt Mechanism	<input checked="" type="checkbox"/> Synchro-tilt = Preset ratio >1:1 <input checked="" type="checkbox"/> Unison-tilt = Preset ratio of 1:1 <input checked="" type="checkbox"/> Independent-tilt = Seat and backrest angle adjust independently of each other		
I	Seat and Backrest Locks	<input type="checkbox"/> Setup Position = chair locks into position with seat flat and backrest straight <input checked="" type="checkbox"/> Multiple Positions = chair locks into setup position plus other angles for seat and backrest		
J	Casters	<input checked="" type="checkbox"/> carpet <input checked="" type="checkbox"/> hard surface		
L	Foot Ring	Standard with stool models only		
	Finishes <i>(Upholstery / Non-Upholstery)</i>	Backrest	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Breathable material (Mesh)	<input type="checkbox"/> Other _____ *specify additional criteria below
		Seat	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Breathable material (Mesh)	<input type="checkbox"/> Other _____ *specify additional criteria below
	Additional Criteria: <i>If applicable:</i>	J: The casters provided must be adapted for a use with hard surface and carpet.		





Table A4: Rotary chair D



CHAIR TYPE	QTY: 24
<input checked="" type="checkbox"/> Rotary Chair (up to 275 lbs) <input type="checkbox"/> Rotary Chair large occupant (275 to 400 lbs) <input type="checkbox"/> Rotary Stool	

Continuance of Certifications and additional information:

Canada may request copies of any SA certification(s) or additional information to confirm/review chair criteria of product proposed prior to contract award within a time period specified by the Identified User.

Criteria	Requirement Choices			
A Headrest	<input type="checkbox"/> Yes – Adjustable and Removable <input checked="" type="checkbox"/> No			
B Backrest Height	<input checked="" type="checkbox"/> Standard = height between 450 mm (17.7 in.) to 660 mm (26.0 in.) <input type="checkbox"/> High = height greater than 660 mm (26.0 in.) <input type="checkbox"/> No preference			
B Backrest Style Preference(s)	<input checked="" type="checkbox"/> No preference <i>note: style represents overall shape, design may vary</i> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <input type="checkbox"/> </div> <div style="text-align: center;">  <input type="checkbox"/> </div> <div style="text-align: center;">  <input type="checkbox"/> </div> <div style="text-align: center;">  <input type="checkbox"/> </div> </div>			
C Lumbar Support	<u>Adjustable</u> <input checked="" type="checkbox"/> Up/Down = min. 50 mm (2.0 in.) height adjustment between 150mm (5.9 in.) to 250 mm (9.8 in.) <input checked="" type="checkbox"/> Up/Down & In/Out <input type="checkbox"/> Fixed = between 150 mm (5.9 in.) to 250 mm (9.8 in.) above seat			
D Armrests	<u>Adjustable</u> <input type="checkbox"/> Height adjustable = min. 63 mm (2.5 in.) adjustment between 176 mm (6.9 in.) to 289 mm (11.4 in.) <input type="checkbox"/> Width adjustable = min. 75 mm (3.0 in.) adjustment between 443 mm (17.0 in.) to 493 mm (19.4 in.) <input type="checkbox"/> Pivot adjustable = min. 20 degrees inward and min. 10 degrees outward <input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.) <input checked="" type="checkbox"/> None			
E Seat Depth	<input checked="" type="checkbox"/> Adjustable = min. 50 mm (2.0 in.) adjustment within the range 420 mm (16.5 in.) to 460 mm (18.1 in.) <input type="checkbox"/> Fixed <table border="1" style="display: inline-table; vertical-align: top; margin-left: 20px;"> <tr> <td><input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)</td> </tr> <tr> <td><input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</td> </tr> <tr> <td><input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)</td> </tr> </table>	<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)	<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)	<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)
<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)				
<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)				
<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)				
F Seat Width	<u>Refer to chair type above</u> Rotary chairs and stools = min. width of 450 mm (17.7in.) Rotary Large Occupant models = min. width of 560 mm (22.0 in.)			

G	Seat Height	Rotary Chair	<input type="checkbox"/> Adjustable <input type="checkbox"/> Standard = includes 417 mm (16.4 in.) or less to 512 mm (20.2in.) or more <input type="checkbox"/> Low = includes 376 mm (14.8 in.) to 439 mm (17.3 in.) <input type="checkbox"/> other = *specify additional criteria below
			<input checked="" type="checkbox"/> Fixed = between 417 mm (16.4 in.) to 512 mm (20.2 in.)
		Rotary Stool <i>choose 1</i>	<input type="checkbox"/> Adjustable = includes range from 580 mm (23 in.) to 840 mm (33 in.) <input type="checkbox"/> Fixed = equal or greater than 670 mm (27.5 in)
H	Tilt Mechanism	<input checked="" type="checkbox"/> Synchro-tilt = Preset ratio >1:1 <input checked="" type="checkbox"/> Unison-tilt = Preset ratio of 1:1 <input checked="" type="checkbox"/> Independent-tilt = Seat and backrest angle adjust independently of each other	
I	Seat and Backrest Locks	<input type="checkbox"/> Setup Position = chair locks into position with seat flat and backrest straight <input checked="" type="checkbox"/> Multiple Positions = chair locks into setup position plus other angles for seat and backrest	
J	Casters	N/A	
L	Foot Ring	Standard with stool models only	
	Finishes <i>(Upholstery / Non-Upholstery)</i>	Backrest	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Breathable material (Mesh)
		Seat	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Breathable material (Mesh)
	Additional Criteria: <i>If applicable:</i>	The chair must be provided without casters.	





Table A5: Rotary chair E



CHAIR TYPE	QTY: 28
<input type="checkbox"/> Rotary Chair (up to 275 lbs) <input checked="" type="checkbox"/> Rotary Chair large occupant (275 to 400 lbs) <input type="checkbox"/> Rotary Stool	

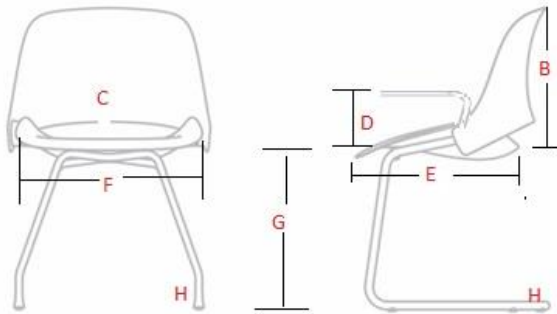
Continuance of Certifications and additional information:

Canada may request copies of any SA certification(s) or additional information to confirm/review chair criteria of product proposed prior to contract award within a time period specified by the Identified User.

Criteria	Requirement Choices			
A <i>Headrest</i>	<input type="checkbox"/> Yes – Adjustable and Removable <input checked="" type="checkbox"/> No			
B <i>Backrest Height</i>	<input type="checkbox"/> Standard = height between 450 mm (17.7 in.) to 660 mm (26.0 in.) <input checked="" type="checkbox"/> High = height greater than 660 mm (26.0 in.) <input type="checkbox"/> No preference			
B <i>Backrest Style Preference(s)</i>	<input checked="" type="checkbox"/> No preference <i>note: style represents overall shape, design may vary</i> <div style="display: flex; justify-content: space-around; align-items: center;">     </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div>			
C <i>Lumbar Support</i>	<u>Adjustable</u> <input checked="" type="checkbox"/> Up/Down = min. 50 mm (2.0 in.) height adjustment between 150mm (5.9 in.) to 250 mm (9.8 in.) <input checked="" type="checkbox"/> Up/Down & In/Out <input type="checkbox"/> Fixed = between 150 mm (5.9 in.) to 250 mm (9.8 in.) above seat			
D <i>Armrests</i>	<u>Adjustable</u> <input checked="" type="checkbox"/> Height adjustable = min. 63 mm (2.5 in.) adjustment between 176 mm (6.9 in.) to 289 mm (11.4 in.) <input checked="" type="checkbox"/> Width adjustable = min. 75 mm (3.0 in.) adjustment between 443 mm (17.0 in.) to 493 mm (19.4 in.) <input checked="" type="checkbox"/> Pivot adjustable = min. 20 degrees inward and min. 10 degrees outward <input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.) <input type="checkbox"/> None			
E <i>Seat Depth</i>	<input checked="" type="checkbox"/> Adjustable = min. 50 mm (2.0 in.) adjustment within the range 420 mm (16.5 in.) to 460 mm (18.1 in.) <input type="checkbox"/> Fixed <table border="1" style="margin-left: 20px;"> <tr> <td><input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)</td> </tr> <tr> <td><input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</td> </tr> <tr> <td><input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)</td> </tr> </table>	<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)	<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)	<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)
<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)				
<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)				
<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)				
F <i>Seat Width</i>	<u>Refer to chair type above</u> Rotary chairs and stools = min. width of 450 mm (17.7in.) Rotary Large Occupant models = min. width of 560 mm (22.0 in.)			

G	Seat Height	Rotary Chair	<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Fixed = <i>between 417 mm (16.4 in.) to 512 mm (20.2 in.)</i>	<input checked="" type="checkbox"/> Standard = <i>includes 417 mm (16.4 in.) or less to 512 mm (20.2in.) or more</i> <input type="checkbox"/> Low = <i>includes 376 mm (14.8 in.) to 439 mm (17.3 in.)</i> <input type="checkbox"/> other = <i>*specify additional criteria below</i>
		Rotary Stool <i>choose 1</i>	<input type="checkbox"/> Adjustable = <i>includes range from 580 mm (23 in.) to 840 mm (33 in.)</i> <input type="checkbox"/> Fixed = <i>equal or greater than 670 mm (27.5 in)</i>	
H	Tilt Mechanism	<input checked="" type="checkbox"/> Synchro-tilt = <i>Preset ratio >1:1</i> <input checked="" type="checkbox"/> Unison-tilt = <i>Preset ratio of 1:1</i> <input checked="" type="checkbox"/> Independent-tilt = <i>Seat and backrest angle adjust independently of each other</i>		
I	Seat and Backrest Locks	<input type="checkbox"/> Setup Position = <i>chair locks into position with seat flat and backrest straight</i> <input checked="" type="checkbox"/> Multiple Positions = <i>chair locks into setup position plus other angles for seat and backrest</i>		
J	Casters	<input checked="" type="checkbox"/> carpet <input type="checkbox"/> hard surface		
L	Foot Ring	<i>Standard with stool models only</i>		
	Finishes <i>(Upholstery / Non-Upholstery)</i>	Backrest	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Breathable material (Mesh)	<input type="checkbox"/> Other _____ <i>*specify additional criteria below</i>
		Seat	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Breathable material (Mesh)	<input type="checkbox"/> Other _____ <i>*specify additional criteria below</i>
	Additional Criteria: <i>If applicable:</i>	N/A		

Table A6: Side chair A



Side Chair	QTY: 24
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Note: dimensions reflect [Specifications for Office Seating \(SA\)](#)

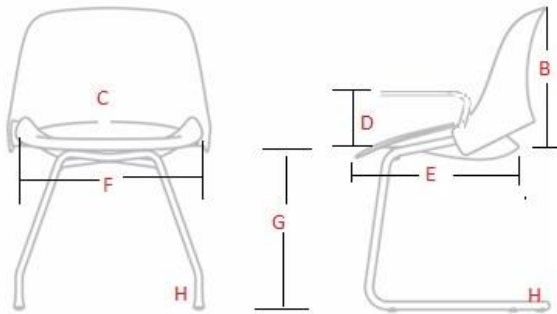
Continuance of Certifications and additional information:

Canada may request copies of any SA certification(s) or additional information to confirm/review chair criteria of product proposed prior to contract award within a time period specified by the Identified User.

	Criteria	Requirement Choices
	<i>Backrest Height</i>	Standard = minimum height of 354 mm (13.9 in)
B	<i>Backrest Style Preference(s)</i>	<input checked="" type="checkbox"/> No preference <i>note: style represents overall shape, design may vary</i>
C	<i>Lumbar Support</i>	<input checked="" type="checkbox"/> Yes = height adjustment between 150 mm (5.9 in.) to 250 mm (9.8 in.) <input type="checkbox"/> No
D	<i>Armrests</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
E	<i>Seat Depth</i>	Fixed <input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.) <input checked="" type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.) <input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)
F	<i>Seat Width</i>	Standard = minimum width of 400 mm (15.7 in.)
G	<i>Seat Height</i>	Fixed = between 417 mm (16.4 in.) and 512 mm (20.2 in.)
	<i>Stacking:</i>	<input type="checkbox"/> Horizontal (nesting) <input type="checkbox"/> Vertical <input checked="" type="checkbox"/> No preference
H	<i>Base Style</i>	<input checked="" type="checkbox"/> Legs (4 post) <input checked="" type="checkbox"/> Casters <input type="checkbox"/> Glides <input type="checkbox"/> Sled <input type="checkbox"/> Cantilever <input type="checkbox"/> Other _____
	<i>Finishes (Upholstery /</i>	Backrest <input type="checkbox"/> Upholstery <input type="checkbox"/> Other _____ *specify additional criteria below <input checked="" type="checkbox"/> Breathable material (Mesh)

	<i>Non-Upholstery)</i>	Seat	<input type="checkbox"/> Upholstery <input type="checkbox"/> Other _____ <i>*specify additional criteria</i> <i>below</i> <input checked="" type="checkbox"/> Breathable material (Mesh)
	<i>Additional Criteria: If applicable</i>	H : The casters provided must be adapted for a use with hard surface and carpet.	

Table A7: Side chair B



Side Chair	QTY: 26
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Note: dimensions reflect [Specifications for Office Seating \(SA\)](#)

Continuance of Certifications and additional information:

Canada may request copies of any SA certification(s) or additional information to confirm/review chair criteria of product proposed prior to contract award within a time period specified by the Identified User.

	Criteria	Requirement Choices
	<i>Backrest Height</i>	Standard = minimum height of 354 mm (13.9 in)
B	<i>Backrest Style Preference(s)</i>	<input checked="" type="checkbox"/> No preference <i>note: style represents overall shape, design may vary</i>
C	<i>Lumbar Support</i>	<input type="checkbox"/> Yes = height adjustment between 150 mm (5.9 in.) to 250 mm (9.8 in.) <input checked="" type="checkbox"/> No
D	<i>Armrests</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
E	<i>Seat Depth</i>	Fixed <input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.) <input checked="" type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.) <input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)
F	<i>Seat Width</i>	Standard = minimum width of 400 mm (15.7 in.)
G	<i>Seat Height</i>	Fixed = between 417 mm (16.4 in.) and 512 mm (20.2 in.)
H	<i>Stacking:</i>	<input checked="" type="checkbox"/> Horizontal (nesting) <input type="checkbox"/> Vertical <input type="checkbox"/> No preference
	<i>Base Style</i>	<input checked="" type="checkbox"/> Legs (4 post) <input type="checkbox"/> Casters <input checked="" type="checkbox"/> Glides <input type="checkbox"/> Sled <input type="checkbox"/> Cantilever <input type="checkbox"/> Other _____
	<i>Finishes (Upholstery /</i>	Backrest <input type="checkbox"/> Upholstery <input type="checkbox"/> Other _____ *specify additional criteria below <input checked="" type="checkbox"/> Breathable material (Mesh)

	<i>Non-Upholstery)</i>	Seat	<input type="checkbox"/> Upholstery <input type="checkbox"/> Other _____ *specify additional criteria <i>below</i> <input checked="" type="checkbox"/> Breathable material (Mesh)
	<i>Additional Criteria: If applicable</i>	N/A	

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".

BIDDER TO COMPLETE SECTION B – SUPPLIER’S BID IN ITS ENTIRETY.

SUBCATEGORY

Table 1: Summary of Chairs per Subcategory no. 1 - Rotary chairs

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 A	18		\$	\$
A2	Rotary chair B	28		\$	\$
A3	Rotary chair C	52		\$	\$
A4	Rotary chair D	24		\$	\$
				Subtotal:	\$

Table 2 – Optional Product (chairs) Not applicable.

Table 3 – Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID	
Table(s)	Location	Desired Date** (YY/MM/DD)	Desired Time*	Supplier will deliver on the date and at the time below**	Firm Lot Price \$
A1	300 Montée St-François, Laval, Québec H7C 1S5	2021-09-02	Normal	_____ : weeks	\$
A2	300 Montée St-François, Laval, Québec H7C 1S5	2021-08-31	Normal	_____ : weeks	\$
A3	300 Montée St-François, Laval, Québec H7C 1S5	2021-09-06	Normal	_____ : weeks	\$
A4	300 Montée St-François, Laval, Québec H7C 1S5	2021-09-02	Normal	_____ : weeks	\$
*Normal Business Hours are 8:00 – 17:00 **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.				Subtotal for Deliveries:	\$

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	No loading dock Door E1215A 300 Montée St-François, Laval, Québec H7C 1S5
Dock	N/A
Lift	Exist Weight capacity : 2695lbs
Door	Garage Door (door E1215A) 2440mm(8feet)L x 3658mm(12feet)
Freight Elevator	N/A
Other (specify, if any)	

Table 6 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Table(s)	Location	Desired Date** (YY/MM/DD)	Desired Time*	Supplier will install on the date and at the time below*	Firm Price \$
A1	300 Montée St-François, Laval, Québec H7C 1S5	2021-09-02	Normal	_____ : weeks	\$
A2	300 Montée St-François, Laval, Québec H7C 1S5	2021-08-31	Normal	_____ : weeks	\$
A3	300 Montée St-François, Laval, Québec H7C 1S5	2021-09-06	Normal	_____ : weeks	\$
A4	300 Montée St-François, Laval, Québec H7C 1S5	2021-09-02	Normal	_____ : weeks	\$
*Normal Business Hours are 8:00 – 17:00 **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.			Subtotal for Installations:		\$

Table 7 – Optional Installation Not applicable.

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

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

*Applicable taxes extra.

Table 9 – Bidder’s Authorized Representative

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

Table 1: Summary of Chairs per Subcategory no. 2 - Rotary chairs large occupant

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)
A5	Rotary chair E	28		\$	\$
				Subtotal:	\$

Table 2 – Optional Product (chairs) Not applicable.

Table 3 – Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID	
Table(s)	Location	Desired Date** (YY/MM/DD)	Desired Time*	Supplier will deliver on the date and at the time below**	Firm Lot Price \$
A5	300 Montée St-François, Laval, Québec H7C 1S5	2021-08-31	Normal	_____ : weeks	\$
*Normal Business Hours are 8:00 – 17:00 **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.				Subtotal for Deliveries:	\$

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	No loading dock Door E1215A 300 Montée St-François, Laval, Québec H7C 1S5
Dock	N/A
Lift	Exist Weight capacity : 2695lbs
Door	Garage Door (door E1215A) 2440mm(8feet)L x 3658mm(12feet)
Freight Elevator	N/A
Other (specify, if any)	

Table 6 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Table(s)	Location	Desired Date** (YY/MM/DD)	Desired Time*	Supplier will install on the date and at the time below*	Firm Price \$
A5	300 Montée St-François, Laval, Québec H7C 1S5	2021-08-31	Normal	____ : weeks	\$
*Normal Business Hours are 8:00 – 17:00 **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.			Subtotal for Installations:		\$

Table 7 – Optional Installation Not applicable.

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

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

Table 1: Summary of Chairs per Subcategory no. 3 – Side chair

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)
A6	Side chair A	24		\$	\$
A7	Side chair B	26		\$	\$
Subtotal:					\$

Table 2 – Optional Product (chairs) Not applicable.

Table 3 – Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Table(s)	Location	Desired Date** (YY/MM/DD)	Desired Time*	Supplier will deliver on the date and at the time below**	Firm Lot Price \$
A6	300 Montée St-François, Laval, Québec H7C 1S5	2021-09-08	Normal	_____ : weeks	\$
A7	300 Montée St-François, Laval, Québec H7C 1S5	2021-09-08	Normal	_____ : weeks	\$
*Normal Business Hours are 8:00 – 17:00 **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.				Subtotal for Deliveries:	\$

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	No loading dock Door E1215A 300 Montée St-François, Laval, Québec H7C 1S5
Dock	N/A
Lift	Exist Weight capacity : 2695lbs
Door	Garage Door (door E1215A) 2440mm(8feet)L x 3658mm(12feet)
Freight Elevator	N/A
Other (specify, if any)	

Table 6 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Table(s)	Location	Desired Date** (YY/MM/DD)	Desired Time*	Supplier will install on the date and at the time below*	Firm Price \$
A6	300 Montée St-François, Laval, Québec H7C 1S5	2021-09-08	Normal	_____ : weeks	\$
A7	300 Montée St-François, Laval, Québec H7C 1S5	2021-09-08	Normal	_____ : weeks	\$
*Normal Business Hours are 8:00 – 17:00 **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.			Subtotal for Installations:		\$

Table 7 – Optional Installation Not applicable.

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

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