



## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

Travaux publics et Services gouvernementaux  
Canada

Voir dans le document/

See herein

NA

Québec

NA

## REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

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

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

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

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

### Comments - Commentaires

### Vendor/Firm Name and Address

#### Raison sociale et adresse du

#### fournisseur/de l'entrepreneur

### Issuing Office - Bureau de distribution

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 Furniture - CAT. 1,2,5,6 SA Furniture - CAT. 1,2,5,6 and NSA for ISC and NR	
<b>Solicitation No. - N° de l'invitation</b> EE474-212852/A	<b>Date</b> 2021-06-01
<b>Client Reference No. - N° de référence du client</b> R.096685.600	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$MTA-555-16187	
<b>File No. - N° de dossier</b> MTA-1-44020 (555)	<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> Eastern Daylight Saving Time EDT <b>on - le 2021-06-17</b> Heure Avancée de l'Est HAE	
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Carboneau, Julie	<b>Buyer Id - Id de l'acheteur</b> mta555
<b>Telephone No. - N° de téléphone</b> (418) 929-6780 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> TPSGC/PWSGC 800 rue de la Gauchetiere O 7300 Montreal Québec H5A 1L6 Canada	

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> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</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>

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

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

## TABLE OF CONTENTS

Section 1 – Invitation and Instructions to Bidders

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

### **SECTION 1 – INVITATION AND INSTRUCTIONS TO BIDDERS**

#### **Step 1. For Tier 2 and Tier 3 only**

Is this a Manufacturer Product Specific Procurement? No

#### **Step 2. ☒ Competitive or ☐ Non-Competitive**

For competitive Requirements when only one bid is received:

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

For Competitive Requirements when only one bid is received:

The Bidder must provide the following information AFTER bid closing, if requested to do so by Canada:

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

#### **Step 3. ☒ General or ☐ PSAB**

#### **Terms of the RFB:**

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

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

The Bidder must provide the following information WITH the bid:

- The information requested by Canada in Annex A herein.

<b>RFB Issued by:</b>	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
<b>RFB Closing - Submit Bid:</b>	
Bids must be submitted on the date and at the time indicated below.	
By no later than date and time:	a. June 17, 2021 b. 02:00 PM Eastern Daylight Saving Time (EDT)
To physical location (if applicable)	Faxed and hard copy (submitted in person or via mail/courier) bids <u>will not be accepted</u> for the subject bid solicitation.
<p><b>Only bids submitted using epost Connect service will be accepted.</b> The Bidder must send an email requesting to open an epost Connect conversation to the following address.</p> <p><a href="mailto:TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.PWGSC@tpsgc-pwgsc.gc.ca">TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.PWGSC@tpsgc-pwgsc.gc.ca</a></p> <p><b>Note: Bids will not be accepted if emailed directly to this email address.</b> This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions <a href="#">2003</a>, or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.</p> <p>Epost Connect Instructions: <a href="https://buyandsell.gc.ca/steps-to-follow-for-the-bid-submission-to-bid-receiving-unit-bru-using-epost-connect">https://buyandsell.gc.ca/steps-to-follow-for-the-bid-submission-to-bid-receiving-unit-bru-using-epost-connect</a></p> <p>Bids transmitted by facsimile or hardcopy to PWGSC will not be accepted.</p>	<p><a href="mailto:TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.PWGSC@tpsgc-pwgsc.gc.ca">TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.PWGSC@tpsgc-pwgsc.gc.ca</a></p> <p><i>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 (6) days before the solicitation closing date.</i></p>
<b>RFB Enquiries</b>	
Unless a different period is listed in the adjacent column, Bidders may submit enquires about the RFB to the Contracting Authority two business days prior to the RFB closing date. Enquiries received after the timeline indicated may not be answered.	4 business days

**SECTION 2 - RESULTING CONTRACT CLAUSES**

<b>1.</b>	<b>Terms and Conditions of the Contract</b>	
	The terms and conditions of Parts 6B and 6C of the Supplier's SA within the series E60PQ-140003/PQ apply to and form part of this Contract.	
<b>2.</b>	<b>Security Requirement</b> (the checked article applies)	
2.1	The applicable security requirement(s) is (are) set out in the Security Requirement Check List attached as Annex B of this contract. The Contractor must fulfill the security requirements by meeting the terms below.	
a.	<input type="checkbox"/>	<b>Contractor may be escorted; possession of security clearance not required.</b> Contractor personnel MAY NOT ENTER NOR PERFORM WORK ON sites where PROTECTED or CLASSIFIED information or assets are kept, without an escort provided by the department or agency for which the work is being performed.
b.	<input type="checkbox"/>	<b>Possession of security clearance(s) is required.</b> The Contractor must meet the security clearance requirements contained in the clausings in Annex B herein.
c.	<input checked="" type="checkbox"/>	<b>There is no security requirement associated with this contract.</b>
<b>3.</b>	<b>Requirement</b>	
3.1	The Contractor must perform the Work listed in Annex A herein.	
<b>4.</b>	<b>Authorities</b>	
4.1	<b>Contracting Authority (IU)</b>	
	Name:	Julie Carboneau
	Title:	Acting Supply Specialist
	Department/Agency/Crown Corporation:	Public Works And Government Services Canada
	Address:	601-1550, Avenue d'Estimauville Quebec, Quebec G1J 0C7
	Telephone No.:	418-929-6780
	E-mail address:	<a href="mailto:Julie.carboneau@tpsgc-pwgsc.gc.ca">Julie.carboneau@tpsgc-pwgsc.gc.ca</a>
4.2	<b>Project Authority [To be completed at contract award]</b> <i>The Project Authority (PA) is the representative of the department or agency for whom the Work is being carried out under the Contract including the provision to approve the authority to proceed for delivery and installation and is responsible for all matters concerning the technical content of the Work under the Contract.</i>  <i>In addition, the PA is also responsible for ensuring that the Supplier's employees and subcontractors requiring access to the site adhere to the allocated time for the Supplier to access the site to deliver and install the furniture in accordance with the master schedule held by the General Contractor (a representative of Canada or a service provider(s) under contract with the Government of Canada).</i>	
	Name:	
	Title:	
	Department/Agency/Crown Corporation:	
	Address:	
	Telephone No.:	
	E-mail address:	
4.3	<b>Contractor's Representative</b>	
	As set out in Annex A, Table 9 below.	

5.	<b>Method of Payment</b>	
	The checked box applies. If the Contractor's SA indicates acceptance for payment by credit card, that method may be used in conjunction with the following.	
		Single Payment
	X	<b>Multiple Payment</b> 3 <sup>rd</sup> Floor = Phase 1 for Indigenous Services Canada (ISC) : from October 21, 2021 to November 26, 2021 4 <sup>th</sup> Floor = Phase 2 for Indigenous Services Canada (ISC) : from March 7, 2022 to April 1, 2022 4 <sup>th</sup> Floor = Phase 2 for Natural Resources Canada (NR) : from March 7, 2022 to April 1, 2022
6.	<b>Invoicing</b>	
	Further to the Invoicing terms of the WTCM document, the Contractor will deliver the original and one copy of the invoice to the following address for certification and payment:	
	Name of the organization and contact: <i>[To be completed at contract award]</i>	
	Address:	
7.	<b>SACC Manual Clauses</b>	
		N/A

**ANNEX A.1**  
**REQUIREMENT and BASIS OF PAYMENT**

1. Category Selection

**Combined Categories Rule:**

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

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

☒ **Category 1**

☒ **Category 2**

☒ **Category 5**

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

**Design Upgrade Rule:**

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

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

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

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

**NSA:**

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

The requirement includes the following category (ies) of work :

a. Category 1 – Interconnecting Panels and Freestanding Systems

☐ Category 1a – Interconnecting Panels (Refer to Annex C)

☐ Category 1b – Supporting components and freestanding furniture

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when the metal storage products will be part of a requirement for a workstation(s)/work point(s). If this rule does not apply, Category 3 must be used for the metal storage products forming part of this category.

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

c. ☐ Category 3 – Metal Filing and Storage Cabinets

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable as per 6B. 4.1 of the SA (table 1 Additional product details)

d. ☐ Category 4 – Wood Veneer – Freestanding Products

e. ☐ Category 5 – Ancillary and Lighting Products

f. ☐ Category 6 - Support Space – Collaborative Furniture

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

The IU must identify how Category 6 will be subdivided in the Product Table for Category 6.

g. ☒ NSA Product(s) – Category(ies): 1,2

## 2. Product and Pricing Tables

Site Inspection Date: To be coordinated with Project Authority after contract award. (Refer to Annex A article 4 of the SA for Site Inspection and Documentation instructions.)

INSTRUCTIONS TO BIDDERS: Bidders are to complete Sections B of the tables identified by the IU in this article as well as Tables 8 and 9. **Bidders must provide a complete product offering for each category, or CAT 6 sub-divide they wish to submit a bid in order to be compliant.**

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

In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

**Product Category(ies): 1,2 &5****Phases and Clients:**3<sup>rd</sup> Floor = Phase 1 for Indigenous Services Canada (ISC)4<sup>th</sup> Floor = Phase 2 for Indigenous Services Canada (ISC)4<sup>th</sup> Floor = Phase 2 for Natural Resources Canada (NR)**Annex A.1 Table 1 – Product Table**

		Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID		
Nº	GoCUID	Description of Product <i>(Additional product details may be inserted, if required as per 6B. 4.1 of the SA)</i>	QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
			Phase and Client	QTY				
	Category 1b							
1	1bFFHREL24L60WN OLN Y	<b>Fixed height work surface</b>  - With half-modesty panel in frosted glass or acrylic; - Grommet	Phase 1 ISC	6	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
2	1bFFHREL30L54WN OLN Y	<b>Fixed height work surface</b>  - Without modesty panel	Phase 1 ISC	1	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
3	1bFFHREG30L72WN OLN Y	<b>Fixed height work surface</b>  - Without modesty panel	Phase 1 ISC	6	No		\$	\$
			Phase 2 ISC	4			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
4	1bFMB2LT24L60WF RNYN	<b>Modular benching with interconnectable fixed height work surfaces of 2x length of table</b>  - Installation height of privacy screen: 24” above worksurface;	Phase 1 ISC	1	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
5	1bFMB2LT30L54WF RNYN	<b>Modular benching with interconnectable fixed height work surfaces of 2x lengths of table</b>  - Installation height of privacy screen: 24” above worksurface;	Phase 1 ISC	1	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
6	1bFMTREL30L60WN ONNN	<b>Meeting table</b>  - Without modesty panel - Without grommet	Phase 1 ISC	2	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A



7	1bCPSXXSXXL48XF ANNN	<b>Privacy screens</b> <ul style="list-style-type: none"> <li>- Installation height of privacy screen: 24" above worksurface and between 9" and 15" below;</li> </ul>	Phase 1 ISC	44	No		\$	\$
		<b>Privacy screens</b> <ul style="list-style-type: none"> <li>- Qty 16: Mounted on <b>existing work surfaces</b>. *Coordination must be made for mounting;</li> <li>- Installation height: 24" above the work surface and between 9" and 15" below</li> </ul>	Phase 2 ISC	22			\$	\$
		N/A	Phase 2 NR	0			\$ N/A	\$ N/A
8	1bCPSXXSXXL48XF RNNN	<b>Privacy screens</b> <ul style="list-style-type: none"> <li>- Installation height of privacy screen: 15" above worksurface and between 9" and 15" below;</li> <li>- Fixed on existing work surface. A coordination must be done for the installation.</li> </ul>	Phase 1 ISC	3	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
9	1bCPSXXSXXL54XF RNNN	<b>Privacy screens</b> <ul style="list-style-type: none"> <li>- Installation height of privacy screen: 9" above worksurface and between 9" and 15" below;</li> </ul>	Phase 1 ISC	3	No		\$	\$
		N/A	Phase 2 ISC	0			\$ N/A	\$ N/A
		<b>Privacy screens</b> <ul style="list-style-type: none"> <li>- Installation height: 24" above the work surface and between 9" and 15" below;</li> </ul>	Phase 2 NR	12			\$	\$
10	1bSBCXLGL3612ME XXXX	<b>Bookcases</b>	Phase 1 ISC	2	No		\$	\$
			Phase 2 ISC	2			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A

11	1bFFHREL30L72WN OLNY	Fixed height worksurface	Phase 1 ISC	0	No		\$ N/A	\$ N/A
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	1			\$	\$
12	1bFFHREL24L84WN OLNY	Fixed height Work surfaces	Phase 1 ISC	0	No		\$ N/A	\$ N/A
			Phase 2 ISC	1			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
13	1bFFHREL30L60WN OLNY	Fixed height Work surfaces  - No modesty panel; - Qty:1 must not have a grommet hole; - Qty:1 must have the appropriate grommet hole for the work configuration shown on the drawing; refer to area plan 400-18;	Phase 1 ISC	0	No		\$ N/A	\$ N/A
			Phase 2 ISC	2			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
Category 2								
14	2WSSREXXL30L48B ELXX	Height adjustable work surface  - Center Grommet - Control with programmable control (3 position minimum); - Same edgeband model as category 1b	Phase 1 ISC	44	No		\$	\$
			Phase 2 ISC	4			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
15	2B2LREXXL30L60BE LFR	Benching with height adjustable work surface with 2x lengths  - Control with programmable control (3 position minimum) - Same edgeband model as category 1b. - Legs must be an integral part of the structure; - The privacy screen must be frameless around the perimeter and supported by the common support structure in the center ridge and the method of attachment must be non- obvious; - Installation height of the privacy screen: 24" above the work surface;	Phase 1 ISC	2	YES		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A

16	2B3LREXXL30L48BE LFR	<b>Benching with height adjustable work surface with 3x lengths</b> - Control with programmable control (3 position minimum) - Same edgeband model as category 1b. - The benching must be a common base system - Legs must be an integral part of the structure; - The privacy screen must be frameless around the perimeter and supported by the common support structure in the center ridge and the method of attachment must be non-obvious; - The benching must be a common base system - Installation height of the privacy screen: 24" above the work surface;	Phase 1 ISC	1	YES		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
17	2WSSREXXL30L60B ELXX	<b>Height adjustable work surface</b> - Center Grommet - Control with programmable control (3 position minimum); - Same edgeband model as category 1b.	Phase 1 ISC	0	No		\$ N/A	\$ N/A
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	2			\$	\$
18	2WSSDEXXL30L54B ELXX	<b>Height adjustable work surface</b> - Center Grommet - Control with programmable control (3 position minimum) - Grommet adapted to the working configuration shown on the plan; - Same edgeband model as category 1b.	Phase 1 ISC	0	No		\$ N/A	\$ N/A
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	6			\$	\$
19	2WSSREXXL24L60B ELXX	<b>Height adjustable work surface</b> - Center Grommet - Control with programmable control (3 position minimum); - Same edgeband model as category 1b.	Phase 1 ISC	0	No		\$ N/A	\$ N/A
			Phase 2 ISC	5			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A

20	2WSSDEXXL30L48B ELXX	<b>Height adjustable work surface 120 degrees</b> <ul style="list-style-type: none"><li>- Center Grommet</li><li>- Control with programmable control (3 position minimum)</li><li>- Same edgeband model as category 1b</li></ul>	Phase 1 ISC	0	No		\$ N/A	\$ N/A
			Phase 2 ISC	3			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
21	2B2LREXXL30L72BE LFR	<b>Benching with height adjustable work surface with 2x lengths</b> <ul style="list-style-type: none"><li>- Control with programmable control (3 position minimum)</li><li>- Same edgeband model as category 1b.</li><li>- The benching must be a common base system</li><li>- Legs must be an integral part of the structure;</li><li>- The privacy screen must be frameless around the perimeter and supported by the common support structure in the center ridge and the method of attachment must be non-obvious;</li><li>- Installation height of the privacy screen: 24" above the work surface;</li></ul>	Phase 1 ISC	0	YES		\$ N/A	\$ N/A
			Phase 2 ISC	2			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
	Category 5							
22	5MOASGARMGRMM TXXXXX	<b>Single arm monitor</b> <ul style="list-style-type: none"><li>- The base must be able to receive a second arm for the future;</li><li>- The base must accommodate a 34" monitor;</li><li>- Must have a rotation limiter with 120 and 180 degree stops;</li><li>- Provide hole for adjustable arm mounting * coordinate with SPAC representative on site.</li></ul>	Phase 1 ISC	45	No		\$	\$
			Phase 2 ISC	23			\$	\$
			Phase 2 NR	4			\$	\$

23	5MOADUARMGRMM TXXXXX	<b>Double arm for monitors</b> - The base must be able to receive a second arm for the future; - Must have a rotation limiter with 120 and 180 degree stops. - Provide hole for adjustable arm mounting * coordinate with SPAC representative on site.	Phase 1 ISC	30	No		\$	\$
			Phase 2 ISC	16			\$	\$
			Phase 2 NR	4			\$	\$
24	5PMOWKSMTACUS BXXXXX	<b>Power module</b> - 2x simple electrical outlets + 1 USB + 1 DATA; - Wire length 180";	Phase 1 ISC	100	No		\$	\$
			Phase 2 ISC	45			\$	\$
			Phase 2 NR	8			\$	\$


**\*\*Provide additional information:**



Canada is requesting bidders: to provide drawings and/or pictures including descriptive literature for these products with your bid submission.



V.C5 April 2020

**NSA products (must not exceed 30% of the firm quantity by category)**

The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.


Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
#	NSA Product(s) Description	QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
		Phase and Client	Qty				
	<b>Associated with Cat 1b</b>						
25	<b>Modular benching with interconnectable fixed height work surfaces, same model and specifications as category 1b under AMA</b>  - Length of 1 work surface; - Central trench; - 30" x 60"; - Acrylic or frosted glass privacy screen, same as cat. 2. 24" above the work surface; - Legs must be an integral part of the structure; - Common support structure must be metal; - The privacy screen shall be frameless around the perimeter and centered on either side of the modular surface; - The power supply shall be located in the center trench and be accessible on top of the surface via a hinged cover; - No modesty under the work surface; - Provide the necessary outlets under the modular work surface, via the center trench, for the connection of the adjacent adjustable table. Propose cable management and supports under these surfaces;  	Phase 1 ISC	2	YES		\$	\$
		Phase 2 ISC	0			\$ N/A	\$ N/A
		Phase 2 NR	0			\$ N/A	\$ N/A

26	<b>Modular benching with interconnectable fixed height work surfaces, same model and specifications as category 1b under AMA</b> <ul style="list-style-type: none"> <li>- Length of 1 work surface;</li> <li>- Central trench;</li> <li>- 30" x 72";</li> <li>- Acrylic or frosted glass privacy screen, same as cat. 2. 24" above the work surface;</li> <li>- Legs must be an integral part of the structure;</li> <li>- Common support structure must be metal;</li> <li>- The privacy screen shall be frameless around the perimeter and centered on either side of the modular surface;</li> <li>- The power supply shall be located in the center trench and be accessible on top of the surface via a hinged cover;</li> <li>- No modesty under the work surface;</li> </ul> Provide the necessary outlets under the modular work surface, via the center trench, for the connection of the adjacent adjustable table. Propose cable management and supports under these surfaces 	Phase 1 ISC	2	YES		\$	\$
		Phase 2 ISC	0			\$ N/A	\$ N/A
		Phase 2 NR	0			\$ N/A	\$ N/A
27	<b>Modular benching with interconnectable fixed height work surfaces, same model and specifications as category 1b under AMA</b> <ul style="list-style-type: none"> <li>- Length of 2 work surfaces;</li> <li>- Central trench;</li> <li>- 24" x 72";</li> <li>- Acrylic or frosted glass privacy screen, same as cat. 2. 24" above the work surface;</li> <li>- Legs must be an integral part of the structure;</li> <li>- Common support structure must be metal;</li> <li>- The privacy screen shall be frameless around the perimeter and centered on either side of the modular surface;</li> <li>- The power supply shall be located in the center trench and be accessible on top of the surface via a hinged cover;</li> <li>- No modesty under the work surface;</li> </ul> Provide the necessary outlets under the modular work surface, via the center trench, for the connection of the adjacent adjustable table. Propose cable management and supports under these surfaces; 	Phase 1 ISC	3	YES		\$	\$
		Phase 2 ISC	4			\$	\$
		Phase 2 NR	0			\$ N/A	\$ N/A

28	<b>Modular benching with interconnectable fixed height work surfaces, same model and specifications as category 1b under AMA</b> <ul style="list-style-type: none"> <li>- Length of 3 work surfaces;</li> <li>- Central trench;</li> <li>- 24" x 72";</li> <li>- Acrylic or frosted glass privacy screen, same as cat. 2. 24" above the work surface;</li> <li>- Legs must be an integral part of the structure;</li> <li>- Common support structure must be metal;</li> <li>- The privacy screen shall be frameless around the perimeter and centered on either side of the modular surface;</li> <li>- The power supply shall be located in the center trench and be accessible on top of the surface via a hinged cover;</li> <li>- No modesty under the work surface;</li> <li>- Provide the necessary outlets under the modular work surface, via the center trench, for the connection of the adjacent adjustable table. Propose cable management and supports under these surfaces;</li> </ul> 	Phase 1 ISC	4	YES		\$	\$
		Phase 2 ISC	0			\$ N/A	\$ N/A
		Phase 2 NR	0			\$ N/A	\$ N/A
29	<b>Modular benching with interconnectable fixed height work surfaces, same model and specifications as category 1b under AMA</b> <ul style="list-style-type: none"> <li>- Length of 4 work surfaces;</li> <li>- Central trench;</li> <li>- 24" x 72";</li> <li>- Acrylic or frosted glass privacy screen, same as cat. 2. 24" above the work surface;</li> <li>- Legs must be an integral part of the structure;</li> <li>- Common support structure must be metal;</li> <li>- The privacy screen shall be frameless around the perimeter and centered on either side of the modular surface;</li> <li>- The power supply shall be located in the center trench and be accessible on top of the surface via a hinged cover;</li> <li>- No modesty under the work surface;</li> <li>- Provide the necessary outlets under the modular work surface, via the center trench, for the connection of the adjacent adjustable table. Propose cable management and supports under these surfaces;</li> </ul> 	Phase 1 ISC	1	YES		\$	\$
		Phase 2 ISC	0			\$ N/A	\$ N/A
		Phase 2 NR	0			\$ N/A	\$ N/A



30	<b>Modesty panel</b> <ul style="list-style-type: none"><li>- Frosted glass or acrylic ;</li><li>- Half modesty;</li><li>- Fixed under existing adjustable table 60" long. Propose adequate length;</li></ul>	Phase 1 ISC	1	No		\$	\$
	<b>Modesty panel</b> <ul style="list-style-type: none"><li>- Laminate;</li><li>- Half modesty;</li><li>- Fixed under existing laminate work surface 60" long with solid base. Propose the appropriate length.</li></ul>	Phase 2 ISC	2			\$	\$
	N/A	Phase 2 NR	0			\$ N/A	\$ N/A
<b>Associated with Cat 2</b>							
31	<b>E-Chain vertical wire management:</b> <ul style="list-style-type: none"><li>- Mounting on height adjustable table base.</li></ul>	Phase 1 ISC	44	No		\$	\$
		Phase 2 ISC	12			\$	\$
		Phase 2 NR	10			\$	\$
32	<b>Plug-in power bar:</b> <ul style="list-style-type: none"><li>- 4 electrical outlets;</li><li>- Power supply wires 180" length;</li><li>- Cable tray attaches, 12 " length.</li></ul>	Phase 1 ISC	44	No		\$	\$
		Phase 2 ISC	12			\$	\$
		Phase 2 NR	10			\$	\$
33	<b>Height adjustable work surface</b> <ul style="list-style-type: none"><li>- 36" depth x 84" width</li><li>- Sitting or standing height from 23" to 48.7";</li><li>- Laminated;</li><li>- Electric;</li><li>- Control with programmable control (3 position minimum)</li><li>- Coordinate legs with furniture items of the same category</li><li>- Same edgeband model as category 1b.</li></ul>	Phase 1 ISC	0	No		\$ N/A	\$ N/A
		Phase 2 ISC	0			\$ N/A	\$ N/A
		Phase 2 NR	1			\$	\$

34	<b>Height adjustable work surface</b> <ul style="list-style-type: none"> <li>- 72" long in facade x 30" deep x 42" long x 24" deep;</li> <li>- Made in one piece;</li> <li>- Control with programmable control (minimum 3 positions);</li> <li>- Glass or acrylic half-modesty on front;</li> <li>- Grommet adapted to the working configuration shown on the plan;</li> <li>- Coordinate the model of the top and legs with the elements of the same category</li> <li>- Same edgeband model as category 1b.</li> </ul> 	Phase 1 ISC	0	YES		\$ N/A	\$ N/A
		Phase 2 ISC	0			\$ N/A	\$ N/A
		Phase 2 NR	1			\$	\$
					Product Subtotal Phase 1 ISC	\$	
					Product Subtotal Phase 2 ISC	\$	
					Product Subtotal Phase 2 NR	\$	
					Product Total Table 1 Annex A.1	\$	

**Table 2 - Delivery**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

Table 4 – Optional Product  
 Table 5 – Optional Delivery  
 Table 6 – Optional Installation

☒ Not Applicable  
☒ Not Applicable  
☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>



**Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder) for Annexe A.1**

1	<b>Firm Product Total (Table 1)</b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
2	<b>Firm Delivery Total (Table 2)</b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
3	<b>Firm Installation Total (Table 3)</b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
4	<b>Optional Product Total (Table 4)</b>	\$ N/A	
5	<b>Optional Delivery Total (Table 5)</b>	\$ N/A	
6	<b>Optional Installation Total (Table 6)</b>	\$ N/A	
7	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
8	<b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) for all Phases and Clients <i>[to be removed at contract award]</i></b>	\$	
9	9.1 <b>Contract Price (1+2+3+7): <u>per</u> Phase/Client <i>[applicable at contract award only]</i></b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
	9.2 <b>Contract Price (1+2+3+7): All Phases and Clients included <i>[applicable at contract award only]</i></b>	\$	
10	<b>Applicable Tax(es): <i>[applicable at contract award only]</i></b>	\$	
11	<b>Total Estimated Cost (9.2+10): <i>[applicable at contract award only]</i></b>	\$	

\* Applicable taxes extra.

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

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

**ANNEX A.2**  
**REQUIREMENT and BASIS OF PAYMENT**

1. Category Selection

**Combined Categories Rule:**

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

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

☐ **Category 1**

☐ **Category 2**

☐ **Category 5**

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

**Design Upgrade Rule:**

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

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

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

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

**NSA:**

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

The requirement includes the following category (ies) of work :

a. Category 1 – Interconnecting Panels and Freestanding Systems

☐ Category 1a – Interconnecting Panels (Refer to Annex C)

☐ Category 1b – Supporting components and freestanding furniture

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when the metal storage products will be part of a requirement for a workstation(s)/work point(s). If this rule does not apply, Category 3 must be used for the metal storage products forming part of this category.

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

c. ☐ Category 3 – Metal Filing and Storage Cabinets

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable as per 6B. 4.1 of the SA (table 1 Additional product details)

d. ☐ Category 4 – Wood Veneer – Freestanding Products

e. ☐ Category 5 – Ancillary and Lighting Products

f. ☒ Category 6 - Support Space – Collaborative Furniture

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

The IU must identify how Category 6 will be subdivided in the Product Table for Category 6.

g. ☒ NSA Product(s) – Category(ies): 6

## 2. Product and Pricing Tables

Site Inspection Date: To be coordinated with Project Authority after contract award. (Refer to Annex A article 4 of the SA for Site Inspection and Documentation instructions.)

INSTRUCTIONS TO BIDDERS: Bidders are to complete Sections B of the tables identified by the IU in this article as well as Tables 8 and 9. **Bidders must provide a complete product offering for each category, or CAT 6 sub-divide they wish to submit a bid in order to be compliant.**



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




In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.







## Annex A2: Product Category 6 - Tables

Table 1 – Product Table

Nº	GoCUID	Description of Product (Additional product details may be inserted, if required as per 6B. 4.1 of the SA)	Section A - IU REQUIREMENT		** Provide additional Information Yes/No	Section B – SUPPLIER'S BID		
			Phase and Client	QTY		Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
1	6MMTSMROPL36X XXWNNX	<b>Meeting round table</b>	Phase 1 ISC	1	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
2	6MMTSMROPL48X XXWNNX	<b>Meeting round table</b>	Phase 1 ISC	1	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
3	6MMTMDRENL36L 72WYNX	<b>Meeting table</b>  - The base covering must have a combination of metal and laminate and must be in rectangular shape;   - The 2 electrical modules are built into the tray with retractable door. It must have: 2x electrical outlets + 2x USB + 1x VOICE + 1x DATA;	Phase 1 ISC	2	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
4	6MMTMDRENL36L 84WYNX	<b>Meeting table</b>  - The base covering must have a combination of metal and laminate and must be in rectangular shape;   - The 2 electrical modules are built into the tray with retractable door. It must have: 2x electrical outlets + 2x USB + 1x VOICE + 1x DATA;	Phase 1 ISC	4	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A

5	6MMTMDRENL36L 96WYNX	<b>Meeting table</b> <ul style="list-style-type: none"> <li>- The base covering must have a combination of metal and laminate and must be in rectangular shape;</li> <li>- Without electric module</li> </ul> 	Phase 1 ISC	1	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
6	6MMTMDRENL42L 96WYNX	<b>Meeting table</b> <ul style="list-style-type: none"> <li>- The base covering must have a combination of metal and laminate and must be in rectangular shape;</li> <li>- Without electric module</li> </ul> 	Phase 1 ISC	2	No		\$	\$
		<b>Meeting table</b> <ul style="list-style-type: none"> <li>- The base covering must have a combination of metal and laminate and must be in rectangular shape;</li> </ul>  <ul style="list-style-type: none"> <li>- Qty 1: The 2 electrical modules are recessed in the tray with retractable door. They must have: 2x electrical outlets + 2x USB + 1x VOICE + 1x DATA;</li> <li>- Qty 2 : without electrical module;</li> <li>- Without grommet;</li> </ul>	Phase 2 ISC	3			\$	\$
		N/A	Phase 2 NR	0			\$ N/A	\$ N/A

7	6MMTMDRENL48L 96WYNX	<b>Meeting table</b> <ul style="list-style-type: none"> <li>- The base covering must have a combination of metal and laminate and must be in rectangular shape;</li> <li>- Without electric module</li> </ul> 	Phase 1 ISC	1	No		\$	\$
		N/A	Phase 2 ISC	0			\$ N/A	\$ N/A
		<b>Meeting table</b> <ul style="list-style-type: none"> <li>- Footings shall have a combination of chrome and laminate and must be rectangular shape;</li> </ul>  <ul style="list-style-type: none"> <li>- The 2 electrical modules are recessed in the tray with retractable door. They must have: 2x single sockets + 1x USB 1x DATA socket;</li> </ul>	Phase 2 NR	1			\$	\$
8	6MMTLGRENL481 20WYNX	<b>Meeting table</b> <ul style="list-style-type: none"> <li>- The base covering must have a combination of metal and laminate and must be in rectangular shape;</li> </ul>  <ul style="list-style-type: none"> <li>- The 2 electrical modules are built into the tray with retractable door. It must have: 2x electrical outlets + 2x USB + 1x VOICE + 1x DATA;</li> </ul>	Phase 1 ISC	1	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A

9	6CCTVAROLL30X XXJNXX	<b>Coffee table</b>  Diameter must be between 25” and 30”	Phase 1 ISC	10	No		\$	\$
			Phase 2 ISC	3			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
10	6CCMVASQLL30L 30PNXX	<b>Collaboration square table</b>	Phase 1 ISC	1	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	1			\$	\$
11	6CCLVAROPL36X XXAvXX	<b>Collaborative lounge height meeting table</b>  Without electrical module	Phase 1 ISC	7	No		\$	\$
			Phase 2 ISC	6			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
12	6CLTVARZXLW7< 36ONXX	<b>Laptop table</b>  - The base should be thin and should be able to fit underneath a chair;  - Dimensions should reflect the layout as much as possible.	Phase 1 ISC	6	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
13	6ZFHLXX18L72H SDSSXX	<b>Credenza</b>	Phase 1 ISC	2	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
14	6MMTMDRENL48L 60WYNX	<b>Meeting table</b>  - Cubic base with panel;   - Without electrical module;  - Without grommet;	Phase 1 ISC	0	No		\$ N/A	\$ N/A
			Phase 2 ISC	2			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
15	6CLTVAREXLW7< 36ONXX	<b>Laptop table</b>  - The base should be thin and should be able to fit underneath a chair;  - Dimensions should reflect the layout as much as possible.	Phase 1 ISC	0	No		\$ N/A	\$ N/A
			Phase 2 ISC	3			\$	\$
			Phase 2 NR	2			\$	\$
<b>**Provide additional information:</b>								
Canada is requesting bidders: to provide drawings and/or pictures including descriptive literature for these products with your bid submission.								
NSA products (must not exceed 30% of the firm quantity by category)								

V.C5 April 2020

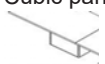

The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.							
Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
#	NSA Product(s) Description	QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
		Phase and Client	Qty				
16	<b>Meeting table</b> <ul style="list-style-type: none"><li>- Square;</li><li>- Cubic panel base;</li></ul>  <ul style="list-style-type: none"><li>- Laminate;</li><li>- 60” x 60”;</li><li>- Qty 1: recessed electrical module with retractable door. The electrical and communication module must include 2x simple power outlets + 2x USB outlets.</li><li>- Qty 1: A 344mm x 123mm empty space that can accommodate an electrical module supplied by other;</li></ul>	Phase 1 ISC	2	YES		\$	\$
		Phase 2 ISC	2			\$	\$
		Phase 2 NR	0			\$ N/A	\$ N/A
17	<b>Collaborative table</b> <ul style="list-style-type: none"><li>- Round shape;</li><li>- 4 recessed legs to create angular legs</li></ul>  <ul style="list-style-type: none"><li>- Laminate</li><li>- 42 diameter</li><li>- Height bar between 41” et 43”</li></ul>	Phase 1 ISC	1	No		\$	\$
		Phase 2 ISC	0			\$ N/A	\$ N/A
		Phase 2 NR	0			\$ N/A	\$ N/A
					Product Subtotal Phase 1 ISC		\$
					Product Subtotal Phase 2 ISC		\$
					Product Subtotal Phase 2 NR		\$
					Product Total Table 1 Annex A.2		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

**Table 4 – Optional Product**  
**Table 5 – Optional Delivery**  
**Table 6 – Optional Installation**

☒ Not Applicable  
☒ Not Applicable  
☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>





**Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder) for Annexe A.2**

1	<b>Firm Product Total (Table 1)</b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
2	<b>Firm Delivery Total (Table 2)</b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
3	<b>Firm Installation Total (Table 3)</b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
4	<b>Optional Product Total (Table 4)</b>	\$ N/A	
5	<b>Optional Delivery Total (Table 5)</b>	\$ N/A	
6	<b>Optional Installation Total (Table 6)</b>	\$ N/A	
7	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
8	<b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) for all Phases and Clients <i>[to be removed at contract award]</i></b>	\$	
9	9.1 <b>Contract Price (1+2+3+7): <u>per</u> Phase/Client <i>[applicable at contract award only]</i></b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
	9.2 <b>Contract Price (1+2+3+7): All Phases and Clients included <i>[applicable at contract award only]</i></b>	\$	
10	<b>Applicable Tax(es): <i>[applicable at contract award only]</i></b>	\$	
11	<b>Total Estimated Cost (9.2+10): <i>[applicable at contract award only]</i></b>	\$	

\* Applicable taxes extra.

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

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

**ANNEX A.3**  
**REQUIREMENT and BASIS OF PAYMENT**

1. Category Selection

**Combined Categories Rule:**

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

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

☐ Category 1

☐ Category 2

☐ Category 5

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

**Design Upgrade Rule:**

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

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

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

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

**NSA:**

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

The requirement includes the following category (ies) of work :

a. Category 1 – Interconnecting Panels and Freestanding Systems

☐ Category 1a – Interconnecting Panels (Refer to Annex C)

☐ Category 1b – Supporting components and freestanding furniture

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when the metal storage products will be part of a requirement for a workstation(s)/work point(s). If this rule does not apply, Category 3 must be used for the metal storage products forming part of this category.

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

c. ☐ Category 3 – Metal Filing and Storage Cabinets

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable as per 6B. 4.1 of the SA (table 1 Additional product details)

d. ☐ Category 4 – Wood Veneer – Freestanding Products

e. ☐ Category 5 – Ancillary and Lighting Products

f. ☒ Category 6 - Support Space – Collaborative Furniture

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

The IU must identify how Category 6 will be subdivided in the Product Table for Category 6.

g. ☒ NSA Product(s) – Category(ies): 6

## 2. Product and Pricing Tables

Site Inspection Date: To be coordinated with Project Authority after contract award. (Refer to Annex A article 4 of the SA for Site Inspection and Documentation instructions.)

INSTRUCTIONS TO BIDDERS: Bidders are to complete Sections B of the tables identified by the IU in this article as well as Tables 8 and 9. **Bidders must provide a complete product offering for each category, or CAT 6 sub-divide they wish to submit a bid in order to be compliant.**

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

In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

## Annex A3 : Category 6 - Chair

Table 1 – Product Table

Section A - IU REQUIREMENT						Section B – SUPPLIER’S BID		
#	GoCUID	Description of Product <i>(Additional product details may be inserted, if required as per 6B. 4.1 of the SA)</i>	QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
			Phase and Client	Qty				
1	6STCWLXXLUXX XXXXNNX	Tablet chair	Phase 1 ISC	13	No		\$	\$
			Phase 2 ISC	5			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
2	6SUOPRXXLUXX XXXLNNN	Chair ottoman	Phase 1 ISC	10	No		\$	\$
			Phase 2 ISC	14			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
3	6SUOLRXXLUXX XXXLNNN	Chair - Ottoman	Phase 1 ISC	3	No		\$	\$
			Phase 2 ISC	2			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
4	6SUCSQXXLUX8 XXXLXXX	Chair – with casters	Phase 1 ISC	11	No		\$	\$
			Phase 2 ISC	3			\$	\$
			Phase 2 NR	3			\$	\$
5	6SUSSQXXLUX8 XXXLXXX	Upholstered square stool without casters	Phase 1 ISC	12	No		\$	\$
			Phase 2 ISC	6			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
6	6LMMDMWSXPW8 XXXXNNN	Free standing mobile monitor mount	Phase 1 ISC	0	No		\$ N/A	\$ N/A
			Phase 2 ISC	1			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
7	6KBSBHxxSP15 XXXROYX	Bar stool	Phase 1 ISC	15	No		\$	\$
			Phase 2 ISC	10			\$	\$
			Phase 2 NR	2			\$	\$

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8	6KKCSAxxSP16 XXXXMOYX	Kitchenette chair	Phase 1 ISC	26	No		\$	\$
			Phase 2 ISC	15			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
**Provide additional information:								
Canada is requesting bidders: to provide drawings and/or pictures including descriptive literature for these products with your bid submission								
NSA products (must not exceed 30% of the firm quantity by category)								
The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.								
Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID			
#	NSA Product(s) Description	QTY		** Provide additional Informati on Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$	
		Phase and Client	Qty					
9	<b>Conference chair</b>  - Metal star base; - With casters; - Tilt and swivel mechanism; - Fabric seat and back; - Seat width approximately 20"; - Total width with arms approximately 25";  	Phase 1 ISC	42	YES		\$	\$	
		Phase 2 ISC	14			\$	\$	
		Phase 2 NR	9			\$	\$	
10	<b>Visitor upholstered chair</b>  - Fabric back and seat; - Cruciform base, metal with painted finish;    - Swivel-tilt; - Seat width approximately 20"; - Total width with arms approximately 25";	Phase 1 ISC	8	YES		\$	\$	
		Phase 2 ISC	0			\$ N/A	\$ N/A	
		Phase 2 NR	0			\$ N/A	\$ N/A	
					Product Subtotal		\$	
					Phase 1 ISC		\$	
					Product Subtotal		\$	
					Phase 2 ISC		\$	
					Product Subtotal		\$	
					Phase 2 NR		\$	
					Product Total Table 1 Annex A.3		\$	

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4th floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4th floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

**Table 4 – Optional Product**  
**Table 5 – Optional Delivery**  
**Table 6 – Optional Installation**

☒ Not Applicable  
☒ Not Applicable  
☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>





**Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder) for Annexe A.3**

1	Firm Product Total (Table 1)	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
2	Firm Delivery Total (Table 2)	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
3	Firm Installation Total (Table 3)	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
4	Optional Product Total (Table 4)	\$ N/A	
5	Optional Delivery Total (Table 5)	\$ N/A	
6	Optional Installation Total (Table 6)	\$ N/A	
7	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) for all Phases and Clients <i>[to be removed at contract award]</i>	\$	
9	9.1 Contract Price (1+2+3+7): <u>per</u> Phase/Client <i>[applicable at contract award only]</i>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
	9.2 Contract Price (1+2+3+7): All Phases and Clients included <i>[applicable at contract award only]</i>	\$	
10	Applicable Tax(es): <i>[applicable at contract award only]</i>	\$	
11	Total Estimated Cost (9.2+10): <i>[applicable at contract award only]</i>	\$	

\* Applicable taxes extra.

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

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

**ANNEX A.4**  
**REQUIREMENT and BASIS OF PAYMENT**

1. Category Selection

**Combined Categories Rule:**

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

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

☐ **Category 1**

☐ **Category 2**

☐ **Category 5**

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

**Design Upgrade Rule:**

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

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

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

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

**NSA:**

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

The requirement includes the following category (ies) of work :

a. Category 1 – Interconnecting Panels and Freestanding Systems

☐ Category 1a – Interconnecting Panels (Refer to Annex C)

☐ Category 1b – Supporting components and freestanding furniture

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when the metal storage products will be part of a requirement for a workstation(s)/work point(s). If this rule does not apply, Category 3 must be used for the metal storage products forming part of this category.

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

c. ☐ Category 3 – Metal Filing and Storage Cabinets

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable as per 6B. 4.1 of the SA (table 1 Additional product details)

d. ☐ Category 4 – Wood Veneer – Freestanding Products

e. ☐ Category 5 – Ancillary and Lighting Products

f. ☒ Category 6 - Support Space – Collaborative Furniture

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

The IU must identify how Category 6 will be subdivided in the Product Table for Category 6.

g. ☐ NSA Product(s) – Category(ies):

## 2. Product and Pricing Tables

Site Inspection Date: To be coordinated with Project Authority after contract award. (Refer to Annex A article 4 of the SA for Site Inspection and Documentation instructions.)

INSTRUCTIONS TO BIDDERS: Bidders are to complete Sections B of the tables identified by the IU in this article as well as Tables 8 and 9. **Bidders must provide a complete product offering for each category, or CAT 6 sub-divide they wish to submit a bid in order to be compliant.**

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

In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

## Annex A4 : Category 6 – Living Room

Table 1 – Table of Product

Section A - IU REQUIREMENT						Section B – SUPPLIER’S BID		
#	GoCUID	Description of Product (Additional product details may be inserted, if required as per 6B.4.1 of the SA)	QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
			Phase and Client	Qty				
1	6SLCWAXXFUXX XXXMXXX	<b>Lounge chair 1 seater</b>  Must be part of the same serie as: <b>6SSOTHXXLUW6XXXQNNY</b>	Phase 1 ISC	3	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
2	6SSOTHXXLUW6 XXXQNNY	<b>Sofa 3 seaters</b>  - Dimensions should reflect the layout as much as possible.	Phase 1 ISC	1	No		\$	\$
			Phase 2 ISC	0			\$ N/A	\$ N/A
			Phase 2 NR	0			\$ N/A	\$ N/A
3	6SMORBXXLU25 G19LYNN	<b>Modular Benching</b>  - Qté 1: With armrest on one side + backrest height: medium, refer to area plan 300-44; - Qté 2: backrest height: medium without armrest, refer to area plan 300-44; - Qté 1: Without backrest and armrest, refer to area plan 300-15; - Qté 12: Backrest height: low without armrest, refer to area plan 300-15-17; - Dimensions should reflect the dimensions of the layout as much as possible;	Phase 1 ISC	16	No		\$	\$
		<b>Modular Benching</b>  - Qty 2: With armrest on one side + backrest height: medium, refer to area plan 400-02-02A; - Qty 4: backrest height: medium without armrest, refer to area plan 400-02-02A; - Qty 4: backrest height: low without armrest, refer to area plan 400-09 - Dimensions should reflect the dimensions of the layout as much as possible;	Phase 2 ISC	10			\$	\$

		<b>Modular Benching</b> <ul style="list-style-type: none"> <li>- Qty 2: with armrest on one side;</li> <li>- Qty:2 Backrest height: medium without armrest;</li> <li>- The dimensions should reflect as much as possible the dimensions of the plan layout;</li> </ul>	Phase 2 NR	4			\$	\$
4	6SMPRBXXLU25 G19LYNN	<b>Modular Benching with Power/Data Side Table</b> <ul style="list-style-type: none"> <li>- Qty 1: With armrest on one side + backrest height: medium, refer to area plan 300-44.</li> <li>- Qty 1: backrest height: medium without armrest, refer to area plan 300-44.</li> <li>- Dimensions should reflect the dimensions of the layout as much as possible;</li> </ul>	Phase 1 ISC	2	No		\$	\$
		<b>Modular Benching with Power/Data Side Table</b> <ul style="list-style-type: none"> <li>- Qty 2: With armrest on one side + Backrest height: medium; refer to area plan 400-02-02A;</li> <li>- Qty 2: Backrest height: medium without armrest, refer to area plan 400-02-02A;</li> <li>- Dimensions should reflect the dimensions of the layout as much as possible;</li> </ul>	Phase 2 ISC	4			\$	\$
		<b>Modular Benching with Power/Data Side Table</b> <ul style="list-style-type: none"> <li>- Qty: 1 Backrest height: medium without armrest;</li> <li>- The dimensions should reflect as much as possible the dimensions of the plan layout;</li> </ul>	Phase 2 NR	1			\$	\$
<b>**Provide additional information:</b> Canada is requesting bidders: to provide drawings and/or pictures including descriptive literature for these products with your bid submission								

**NSA products** *(must not exceed 30% of the firm quantity by category)*

The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
#	NSA Product(s) Description	QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
		Phase and Client	QTY				
	N/A					N/A	N/A
					Product Subtotal Phase 1 ISC		\$
					Product Subtotal Phase 2 ISC		\$
					Product Subtotal Phase 2 NR		\$
					Product Total Table 1 Annex A.4		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

**Table 4 – Optional Product**  
**Table 5 – Optional Delivery**  
**Table 6 – Optional Installation**

☒ Not Applicable  
☒ Not Applicable  
☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>





**Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder) for Annexe A.4**

1	<b>Firm Product Total (Table 1)</b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
2	<b>Firm Delivery Total (Table 2)</b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
3	<b>Firm Installation Total (Table 3)</b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
4	<b>Optional Product Total (Table 4)</b>	\$ N/A	
5	<b>Optional Delivery Total (Table 5)</b>	\$ N/A	
6	<b>Optional Installation Total (Table 6)</b>	\$ N/A	
7	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
8	<b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) for all Phases and Clients <i>[to be removed at contract award]</i></b>	\$	
9	9.1 <b>Contract Price (1+2+3+7): <u>per</u> Phase/Client <i>[applicable at contract award only]</i></b>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
	9.2 <b>Contract Price (1+2+3+7): All Phases and Clients included <i>[applicable at contract award only]</i></b>	\$	
10	<b>Applicable Tax(es): <i>[applicable at contract award only]</i></b>	\$	
11	<b>Total Estimated Cost (9.2+10): <i>[applicable at contract award only]</i></b>	\$	

\* Applicable taxes extra.

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

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

**ANNEX A.5**  
**REQUIREMENT and BASIS OF PAYMENT**

1. Category Selection

**Combined Categories Rule:**

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

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

☐ Category 1

☐ Category 2

☐ Category 5

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

**Design Upgrade Rule:**

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

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

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

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

**NSA:**

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

The requirement includes the following category (ies) of work :

a. Category 1 – Interconnecting Panels and Freestanding Systems

☐ Category 1a – Interconnecting Panels (Refer to Annex C)

☐ Category 1b – Supporting components and freestanding furniture

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when the metal storage products will be part of a requirement for a workstation(s)/work point(s). If this rule does not apply, Category 3 must be used for the metal storage products forming part of this category.

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

c. ☐ Category 3 – Metal Filing and Storage Cabinets

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable as per 6B. 4.1 of the SA (table 1 Additional product details)

d. ☐ Category 4 – Wood Veneer – Freestanding Products

e. ☐ Category 5 – Ancillary and Lighting Products

f. ☒ Category 6 - Support Space – Collaborative Furniture

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

The IU must identify how Category 6 will be subdivided in the Product Table for Category 6.

g. ☐ NSA Product(s) – Category(ies):

## 2. Product and Pricing Tables

Site Inspection Date: To be coordinated with Project Authority after contract award. (Refer to Annex A article 4 of the SA for Site Inspection and Documentation instructions.)

INSTRUCTIONS TO BIDDERS: Bidders are to complete Sections B of the tables identified by the IU in this article as well as Tables 8 and 9. **Bidders must provide a complete product offering for each category, or CAT 6 sub-divide they wish to submit a bid in order to be compliant.**

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

In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

## Annex A5 : Category 6 – Banquette

Table 1 – Product Table

Section A - IU REQUIREMENT						Section B – SUPPLIER’S BID		
#	GoCUID	Description of Product <i>(Additional product details may be inserted, if required as per 6B.4.1 of the SA)</i>	QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
			Phase and Client	Qty				
1	6SBATHXXLUW5 G19LLNN	<b>Banquette without backrest bolster</b>  - Without backrest; - Maximal and minimal depth of 760mm; - Maximal and minimal length of 1830mm; - Seat height between 480mm and 520mm	Phase 1 ISC	1	No		\$	\$
			Phase 2 ISC	1			\$	\$
			Phase 2 NR	1			\$	\$
<b>**Provide additional information:</b>								
Canada is requesting bidders: to provide drawings and/or pictures including descriptive literature for these products with your bid submission.								
<b>NSA products (must not exceed 30% of the firm quantity by category)</b>								
The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.								
Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID			
#	NSA Product(s) Description		QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
	N/A						N/A	N/A
						Product Subtotal Phase 1 ISC		\$
						Product Subtotal Phase 2 ISC		\$
						Product Subtotal Phase 2 NR		\$
						Product Total Table 1 Annex A.5		\$

**Table 2 - Delivery**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

Table 4 – Optional Product  
 Table 5 – Optional Delivery  
 Table 6 – Optional Installation

☒ Not Applicable  
☒ Not Applicable  
☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>





**Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder) for Annexe A.5**

1	Firm Product Total (Table 1)	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
2	Firm Delivery Total (Table 2)	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
3	Firm Installation Total (Table 3)	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
4	Optional Product Total (Table 4)	\$ N/A	
5	Optional Delivery Total (Table 5)	\$ N/A	
6	Optional Installation Total (Table 6)	\$ N/A	
7	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) for all Phases and Clients <i>[to be removed at contract award]</i>	\$	
9	9.1 Contract Price (1+2+3+7): <u>per</u> Phase/Client <i>[applicable at contract award only]</i>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$
	9.2 Contract Price (1+2+3+7): All Phases and Clients included <i>[applicable at contract award only]</i>	\$	
10	Applicable Tax(es): <i>[applicable at contract award only]</i>	\$	
11	Total Estimated Cost (9.2+10): <i>[applicable at contract award only]</i>	\$	

\* Applicable taxes extra.

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

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

**ANNEX A.6**  
**REQUIREMENT and BASIS OF PAYMENT**

1. Category Selection

**Combined Categories Rule:**

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

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

☐ **Category 1**

☐ **Category 2**

☐ **Category 5**

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

**Design Upgrade Rule:**

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

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

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

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

**NSA:**

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

The requirement includes the following category (ies) of work :

a. Category 1 – Interconnecting Panels and Freestanding Systems

☐ Category 1a – Interconnecting Panels (Refer to Annex C)

☐ Category 1b – Supporting components and freestanding furniture

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when the metal storage products will be part of a requirement for a workstation(s)/work point(s). If this rule does not apply, Category 3 must be used for the metal storage products forming part of this category.

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

c. ☐ Category 3 – Metal Filing and Storage Cabinets

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable as per 6B. 4.1 of the SA (table 1 Additional product details)

d. ☐ Category 4 – Wood Veneer – Freestanding Products

e. ☐ Category 5 – Ancillary and Lighting Products

f. ☐ Category 6 - Support Space – Collaborative Furniture

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

The IU must identify how Category 6 will be subdivided in the Product Table for Category 6.

g. ☒ NSA Product(s) – Category(ies): 6

## 2. Product and Pricing Tables

Site Inspection Date: To be coordinated with Project Authority after contract award. (Refer to Annex A article 4 of the SA for Site Inspection and Documentation instructions.)

INSTRUCTIONS TO BIDDERS: Bidders are to complete Sections B of the tables identified by the IU in this article as well as Tables 8 and 9. **Bidders must provide a complete product offering for each category, or CAT 6 sub-divide they wish to submit a bid in order to be compliant.**

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

In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

## Annex A6 : Category 6 – Conference Table

Table 1 – Product Table



Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID			
#	GoCUID	Description of Product (Additional product details may be inserted, if required as per 6B. 4.1 of the SA)	QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
	N/A							
<b>**Provide additional information:</b>								
Canada is requesting bidders: to provide drawings and/or pictures including descriptive literature for these products with your bid submission.								
<b>NSA products (must not exceed 30% of the firm quantity by category)</b>								
The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.								
Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID			
#	NSA Product(s) Description		QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
			Phase and Client	Qty				
1	<b>Meeting table</b>  - Rectangular 60” x 240”; - Top is a combination of painted glass and wood veneer;   - Legs should be approximately 300mm thick - The base covering must have a combination of metal, wood veneer, laminate and must be in a rectangular shape;   - Qty 2: electrical module are built into the tray with retractable door. They must have: 2x electrical outlets + 2x USB + 1x VOICE + 1xDATA; - Qty1: A 344mm x 123mm empty space that can accommodate an electrical module supplied by other;		Phase 1 ISC	1	YES		\$	\$
		Phase 2 ISC	0			\$ N/A	\$ N/A	
		Phase 2 NR	0			\$ N/A	\$ N/A	
						Product Subtotal Phase 1 ISC		\$
						Product Subtotal Phase 2 ISC and Phase 2 NR		\$ N/A
						Product Total Table 1 Annex A.6		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$ N/A
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$ N/A
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Delivery Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$ N/A
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$ N/A
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

**Table 4 – Optional Product**☒ Not Applicable**Table 5 – Optional Delivery**☒ Not Applicable**Table 6 – Optional Installation**☒ Not Applicable**Table 7 – Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications**

<b>1.</b>	<b>Standard Finishes</b>
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>



**Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder) for Annexe A.6**

1	Firm Product Total (Table 1)	Phase 1 ISC	\$
		Phase 2 ISC	\$ N/A
		Phase 2 NR	\$ N/A
2	Firm Delivery Total (Table 2)	Phase 1 ISC	\$
		Phase 2 ISC	\$ N/A
		Phase 2 NR	\$ N/A
3	Firm Installation Total (Table 3)	Phase 1 ISC	\$
		Phase 2 ISC	\$ N/A
		Phase 2 NR	\$ N/A
4	Optional Product Total (Table 4)	\$ N/A	
5	Optional Delivery Total (Table 5)	\$ N/A	
6	Optional Installation Total (Table 6)	\$ N/A	
7	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	Phase 1 ISC	\$
		Phase 2 ISC	\$ N/A
		Phase 2 NR	\$ N/A
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) for all Phases and Clients <i>[to be removed at contract award]</i>	\$	
9	9.1 Contract Price (1+2+3+7): <u>per</u> Phase/Client <i>[applicable at contract award only]</i>	Phase 1 ISC	\$
		Phase 2 ISC	\$ N/A
		Phase 2 NR	\$ N/A
	9.2 Contract Price (1+2+3+7): All Phases and Clients included <i>[applicable at contract award only]</i>	\$	
10	Applicable Tax(es): <i>[applicable at contract award only]</i>	\$	
11	Total Estimated Cost (9.2+10): <i>[applicable at contract award only]</i>	\$	

\* Applicable taxes extra.

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

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



**ANNEX A.7**  
**REQUIREMENT and BASIS OF PAYMENT**

1. Category Selection

**Combined Categories Rule:**

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

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

☐ **Category 1**

☐ **Category 2**

☐ **Category 5**

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

**Design Upgrade Rule:**

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

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

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

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

**NSA:**

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

The requirement includes the following category (ies) of work :

a. Category 1 – Interconnecting Panels and Freestanding Systems

☐ Category 1a – Interconnecting Panels (Refer to Annex C)

☐ Category 1b – Supporting components and freestanding furniture

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when the metal storage products will be part of a requirement for a workstation(s)/work point(s). If this rule does not apply, Category 3 must be used for the metal storage products forming part of this category.

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

c. ☐ Category 3 – Metal Filing and Storage Cabinets

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable as per 6B. 4.1 of the SA (table 1 Additional product details)

d. ☐ Category 4 – Wood Veneer – Freestanding Products

e. ☐ Category 5 – Ancillary and Lighting Products

f. ☒ Category 6 - Support Space – Collaborative Furniture

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

The IU must identify how Category 6 will be subdivided in the Product Table for Category 6.

g. ☐ NSA Product(s) – Category(ies):

## 2. Product and Pricing Tables

Site Inspection Date: To be coordinated with Project Authority after contract award. (Refer to Annex A article 4 of the SA for Site Inspection and Documentation instructions.)

INSTRUCTIONS TO BIDDERS: Bidders are to complete Sections B of the tables identified by the IU in this article as well as Tables 8 and 9. **Bidders must provide a complete product offering for each category, or CAT 6 sub-divide they wish to submit a bid in order to be compliant.**

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

In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

## Annex A.7 Category 6 – Individual WorkSpace

Table 1 – Product Table


Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID			
#	GoCUID	Description of Product (Additional product details may be inserted, if required as per 6B. 4.1 of the SA)	QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
			Phase and Client	Qty				
1	6OPLWLFSLXC3 H46XYWS	<b>Individual private lounge chair 1 seater</b> <ul style="list-style-type: none"><li>- Without worksurface;</li><li>- Without electricity</li><li>- Without writing tablet</li><li>- With legs</li><li>- High alcove shaped backrest to promote concentration;</li><li>- Must be approximately 50” wide and 55” high</li><li>- Qty 1: One chair must include a worksurface instead of a seat.</li></ul> 	Phase 1 ISC	8	YES		\$	\$
			Phase 2 ISC	4			\$	\$
			Phase 2 NR	0			\$ N/A	\$ N/A
<b>**Provide additional information:</b> Canada is requesting bidders to provide drawings and/or pictures including descriptive literature for these products with your bid submission.								
<b>NSA products (must not exceed 30% of the firm quantity by category)</b> The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.								
Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID			
#	NSA Product(s) Description		QTY		** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
	N/A						N/A	N/A
						Product Subtotal Phase 1 ISC		\$
						Product Subtotal Phase 2 ISC		\$
						Product Subtotal Phase 2 NR		\$ N/A
						Product Total Table 1 Annex A.7		\$

Table 2 - Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$ N/A
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Delivery Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (Y/M/D)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
1	Phase 1 – 3rd floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between October 21, 2021 and November 26, 2021	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	Phase 2 – 4 <sup>th</sup> floor <b>Indigenous Services Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3	Phase 2 – 4 <sup>th</sup> floor <b>Natural Resources Canada</b> 320 rue St-Joseph, Québec, Qc, Canada, G1K 9J2	Between March 7, 2022 and April 1, 2022	Normal Between 8:00-17:00 (Close between 12:00-13:00)	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$ N/A
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

**Table 4 – Optional Product**  
**Table 5 – Optional Delivery**  
**Table 6 – Optional Installation**

☒ Not Applicable  
☒ Not Applicable  
☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>



**Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder) for Annexe A.7**

1	Firm Product Total (Table 1)	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$ N/A
2	Firm Delivery Total (Table 2)	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$ N/A
3	Firm Installation Total (Table 3)	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$ N/A
4	Optional Product Total (Table 4)	\$ N/A	
5	Optional Delivery Total (Table 5)	\$ N/A	
6	Optional Installation Total (Table 6)	\$ N/A	
7	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$ N/A
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6+ 7) for all Phases and Clients <i>[to be removed at contract award]</i>	\$	
9	9.1 Contract Price (1+2+3+7): <u>per</u> Phase/Client <i>[applicable at contract award only]</i>	Phase 1 ISC	\$
		Phase 2 ISC	\$
		Phase 2 NR	\$ N/A
	9.2 Contract Price (1+2+3+7): All Phases and Clients included <i>[applicable at contract award only]</i>	\$	
10	Applicable Tax(es): <i>[applicable at contract award only]</i>	\$	
11	Total Estimated Cost (9.2+10): <i>[applicable at contract award only]</i>	\$	

\* Applicable taxes extra.

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

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

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

There is no security requirement associated with this contract.



### ANNEX C FLOOR PLAN(S)

#### 1) Floor Plan(s)

\*\*\*See attached pdf and/or AutoCAD floor plan\*\*\*

#### 2) Panel Details for cat1b and 2

- a. All required panel heights: see Product table for applicable Benching type work stations – height adjustable or not tables
- b. When power is required, the power is located below or above work surface height; should a grouping of workstation types include shared panels and one side is identified as powered and the other side is non-powered, those panels affected must be powered. N/A
- c. Type of power feed:
- d.

Catégorie 1b & 2 : <i>Category 1b &amp; 2 :</i>	Îlots de travail type benching – table ajustable ou non en hauteur <i>Benching type work stations – height adjustable or not tables</i>
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	Colonnnette architecturale, Hors contrat / <i>Architectural column, provide by others</i>	Colonnnette de système de mobilier/System Column - <i>furniture</i>	Alimentation directement au plancher / <i>Power supply directly on the floor</i>
Type d'alimentation électrique tables et systèmes de benchings / <i>Type of power feed, tables and benching systems</i>	Oui / Yes	Oui / Yes	Non / No

- e. Component System Accessories: N/A
  - 1. Panel mounted accessories integrated into the panel frame will be shown on the floor plan. Accessories attached to the panel separately must be specified.
  - 2. When Accessory rails are required, the accessories must be specified.
- e. Ceiling height : 2655mm

**ANNEX D**  
**Additional Specifications, Certifications**

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

**1. Specifications**

NSA products of Annex A A.1, A.2, A.3 and A.6

**2. Certifications**

**.1 NSA Product Conformance**

**2.1 NSA Product Conformance** *(Required precedent to Issuance of a contract)*

The Supplier certifies that all the NSA products offered will conform to all specifications indicated in Annex A and D of the RFB, and meet the testing and performance requirements found at ANNEX A-1 and A-2 of the Supply Arrangement, as applicable.

\_\_\_\_\_  
Supplier's Signature

\_\_\_\_\_  
Date

**NSA Product Conformance Certification** *(applies after contract award)*

The Supplier warrants that the NSA Product Conformance Certification submitted by the Supplier with its bid is accurate and complete. The Supplier must keep proper records and documentation relating to the NSA product conformance and the testing requirements in this Annex, as applicable. The Supplier must not, without obtaining the prior written consent of the SAA, dispose of any such records or documentation until the expiration of the Contract or the expiry date of the Warranty, whichever is later. All such records and documentation must at all times during the retention period be open to audit, inspection and examination by the representatives of Canada, who may make copies and take extracts.

In addition, the Supplier must provide representatives of the SAA access to all locations where any part of the Work is being performed at any time during working hours. Representatives of the SAA may examine and test the Work as they see fit. The Supplier must provide all assistance and access to facilities, test pieces, samples and documentation that the representatives of the SAA may reasonably require for the carrying out of the inspection, which may also include the submission of test reporting documentation as listed in Annex A and D. The Supplier must forward such test pieces, samples and/or documentation that may also include letters of certification from the laboratories to such person or location as the representatives of the SAA specifies.