



## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government  
Services Canada/Réception des  
soumissions/Travaux publics et Services  
gouvernementaux Canada

See herein for bid submission  
instructions/

Voir la présente pour les  
instructions sur la présentation  
d'une soumission

NA

Ontario

## 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**

Public Works and Government Services Canada  
Ontario Region  
10th Floor, 4900 Yonge Street  
Toronto  
Ontario  
M2N 6A6

<b>Title - Sujet</b> Office Furniture – SA Cat 1-6	
<b>Solicitation No. - N° de l'invitation</b> EQ754-221460/A	<b>Date</b> 2021-11-26
<b>Client Reference No. - N° de référence du client</b> EQ754-22-1460	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$TOR-024-8120	
<b>File No. - N° de dossier</b> TOR-1-44108 (024)	<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 Standard Time EST <b>on - le 2021-12-17</b> Heure Normale du l'Est HNE	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Brewster, Shannon	<b>Buyer Id - Id de l'acheteur</b> tor024
<b>Telephone No. - N° de téléphone</b> (647) 273-1369 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> *NOTE: See Item Details*	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b> See Herein – Voir ci-inclus	<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>



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

## STANDARD REQUEST FOR BID

### STANDARD:

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

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

### INSTRUCTIONS:

Municipal taxes are not applicable.

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

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

### **Step 1. ☒ Competitive or ☐ Non-Competitive**

#### **1.1 For Competitive Requirements when more than 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.

#### **1.2 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:
  - (i) a current published price list indicating the percentage discount available to Canada;
  - (ii) a copy of paid invoices for the like quality and quantity of the goods, services or both sold to other customers;
  - (iii) 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
  - (iv) any other supporting documentation as requested by Canada.

#### **1.3 Up to four (4) contracts may be awarded as a result of this bid solicitation.**

#### **1.4 Bidders may submit pricing for single or multiple Product Categories. The 4 Product Categories are:**

Product Category 1, 2 and 5 (SA and non-SA items)  
Product Category 3 - Metal Filing & Storage (SA items)  
Product Category 6A – Meeting and Training Room Tables and Soft Seating/Screen (SA items)  
Product Category 6B – Collaborative Tables (SA items)

#### **1.5. Each Section will be evaluated separately.**

### **Step 2. ☒ General or ☐ PSAB**

#### **Step 3. Terms of the RFB:**

#### **3.1 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.**

#### **3.2 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.**

#### **3.3 The Bidder must provide the following information WITH the bid:**

- The information requested by Canada in Annex A herein.

#### **3.4 The Bidder must also provide the information at article 4 below at the time indicated in article 3.**

### **Step 4. Security Requirement**

#### **4.1 Conditions**

- a. the Bidder must hold a valid organization security clearance as indicated in Annex B;
- b. the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Annex B.

2. For additional information on security requirements, bidders should refer to the Canadian Industrial Security Directorate (CISD), Industrial Program of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.
3. The conditions in article 1 above must be met by the Bidder (the checked box applies):
- ☐ by the closing date of the bid;
  - ☒ before the award of a contract. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
4. Bidders are to supply the following information, as a minimum, to demonstrate compliance with the Security Requirement.
- The Bidder's valid organization security clearance number issued by CISD;
  - The name of all individuals who will require access to classified or protected information, assets or sensitive work sites. It is desirable to also include their date of birth, their middle name, and their security clearance number issued by CISD.

### Step 5. Bid Evaluation

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

<b>RFB Issued by:</b>	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	<b>See Section 2, article 4.1 below.</b>
<b>RFB Closing - Submit Bid:</b>	
Bids must be submitted to the Bid Receiving Unit on the date and at the time indicated below.	
- By no later than date and time:	<b>a. December 17, 2021</b> <b>b. 2pm Eastern Standard Time (EST)</b>
- Bid Submission epost Connect service:	<b>See 5.1 for instructions</b>
<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.	<b>5 business days</b>

#### 5.1 Epost Connect Service - Submission of Bids

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

##### **PWGSC Ontario Region Bid Receiving Unit**

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

[TPSGC.orreceptiondessoumissions-orbidreceiving.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.orreceptiondessoumissions-orbidreceiving.PWGSC@tpsgc-pwgsc.gc.ca)

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

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

- (b) Bids transmitted by facsimile or hardcopy to PWGSC will not be accepted.

### **SECTION 2 - RESULTING CONTRACT CLAUSES**

<b>1.</b>	<b>Terms and Conditions of the Contract</b>	
	The terms and conditions of Parts 6A 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>Term of Contract</b>	
2.1	The period of the Contract is from date of Contract award to October 7, 2022 inclusive.	
<b>3.</b>	<b>Security Requirement</b> (Applies if article a. or b. is checked)	
3.1	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 (the checked article applies).	
	a.	<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.	<b>X 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.	<b>There is no security requirement associated with this contract.</b>
<b>4.</b>	<b>Requirement</b>	
4.1	The Contractor must perform the Work listed in Annex A herein.	
<b>5.</b>	<b>Authorities</b>	
5.1	<b>Contracting Authority</b>	
	Name:	<b>Shannon Brewster</b>
	Title:	<b>Supply Specialist</b>
	Department/Agency/Crown Corporation:	<b>Department of Public Services and Procurement Canada / Procurement Directorate</b>
	Address:	<b>4900 Yonge Street Toronto, Ontario, M2N 6A6</b>
	Telephone No.:	<b>(647) 273-1369</b>
	E-mail address:	<b>shannon.brewster@pwgsc.gc.ca</b>
5.2	<b>Project Authority (to complete at Contract award)</b> 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.  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).	
	Name:	
	Title:	
	Department/Agency/Crown Corporation:	
	Address:	
	Telephone No.:	
	E-mail address:	
5.3	<b>Contractor's Representative (to be completed by Bidder with bid)</b>	

	Name:	
	Organization:	
	Address:	
	Telephone No.:	
	Facsimile No.:	
	E-mail address:	
	Procurement Business Number	
	SA #:	
<b>6.</b>	<b>Payment</b>	
	Method of Payment	
	The checked box applies. If the Contractor's SA indicates acceptance for payment by credit card, that method may be used in conjunction with the following.	
	<input type="checkbox"/>	Single Payment
	<input checked="" type="checkbox"/>	Multiple Payment
<b>7.</b>	<b>Invoicing</b>	
	Further to the Invoicing terms of the <b>WTCM document</b> , 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: (to complete at Contract award)	
	Address: (to complete at Contract award)	
<b>8.</b>	<b>SACC Manual Clauses</b>	
8.1	<b>A3080 - COVID-19 vaccination requirement</b> This requirement is subject to the COVID-19 Vaccination Policy for Supplier Personnel. Failure to complete and provide the COVID-19 Vaccination Requirement Certification as part of the bid will render the bid non-responsive.	
8.2	<b>A3081 - COVID-19 vaccination requirement certification</b> In accordance with the COVID-19 Vaccination Policy for Supplier Personnel, all Bidders must provide with their bid, the COVID-19 Vaccination Requirement Certification attached to this bid solicitation, to be given further consideration in this procurement process. This Certification incorporated into the bid solicitation on its closing date is incorporated into, and forms a binding part of any resulting Contract.	
<b>9.</b>	<b>Supplemental General Conditions:</b> please refer to the WTCM for the full text.	
9.1	ID 4013 - Compliance with on-site measures, standing orders, policies, and rules apply to and form part of the Contract.	
9.2	ID 4014 - Suspension of the work apply to and form part of the Contract.	

## ANNEX A

### REQUIREMENT and BASIS OF PAYMENT

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#### 1. **Category Selection**

##### 1.1 **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.

☒ **Category 1**

☒ **Category 2**

☒ **Category 5**

##### 1.2 **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.

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##### 1.3 **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

##### 1.4 **The requirement includes the following categories 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**

###### 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 5 – Ancillary and Lighting Products**

###### e. ☒ **Category 6 – Support Space – Collaborative Furniture**

*RULE: Category 6 can be further subdivided by space or like item 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 items are defined as products with similar design and construction.*

###### f. ☒ **NSA Products – Categories 1a and 2**



## 2. Product and Pricing Tables

2.1 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 after contract award.)

### 2.2 INSTRUCTIONS TO BIDDERS:

2.2.1 Bidders must complete and submit with its bid, Sections B of the tables identified by the IU in this article including Tables 5 and 6 for each category that they are bidding on. If the Bidder fails to provide the completed tables, their bid will be non-responsive and will not be given further consideration.

2.2.2 \*\*Bidders refer to article 6A.7 of their SA for instructions on how to submit products that are not approved in product listing

2.3 In a resulting contract, the term "Bid" means the Supplier's commitment, the term "Bidder" means "Contractor".

### Product Category 1A, 1B, 2 and 5 (SA and Non-SA Items)

Table 1 – Table Product

#	Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
	AutoCAD Block / 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] \$
	<b>CATEGORY 1A</b> - Outlets in the base / raceway can be used in lieu of cutouts in the lower element.						
1	Refer to Annex C - Floor Plans and Panel Matrix						\$
	<b>CATEGORY 1B</b>						
2	WS-3042 / 1bFFHREC30 L42WNOLNY	Fixed Height Worksurface (Laminate) Rectangular C-Legs Depth/Width: 30 inch Length: 42 inch Height: 29 inch Modesty Panel: Laminate Grommet: Yes	2	No		\$	\$
3	TSPM1536 / 1bFFHTSN15L 36XNOXNX	Fixed Height Worksurface (Laminate) Transaction Surface Panel Mounted Depth/Width: 15 inch Length: 36 inch	14	No		\$	\$
4	TSPM1542 / 1bFFHTSN15L 42XNOXNX	Fixed Height Worksurface (Laminate) Transaction Surface Panel Mounted Depth/Width: 15 inch Length: 42 inch	2	No		\$	\$
5	PS-30 / 1bCPSXXSXX L30XFRNNN	Privacy Screen Worksurface Mounted Length: 30 inch Material: Acrylic/Glass Frosted	16	No		\$	\$
6	PS-54 / 1bCPSXXSXX L54XFRNNN	Privacy Screen Worksurface Mounted Length: 54 inch Material: Acrylic/Glass Frosted	22	No		\$	\$
7	PrivacyScreen-30 /	Privacy Screen Panel Mounted	29	No		\$	\$

	1bCPSXXNXX L30XFRNNN	Length: 30 inch Material: Acrylic/Glass Frosted					
8	PrivacyScreen-42 / 1bCPSXXNXX L42XFRNNN	Privacy Screen Panel Mounted Length: 42 inch Material: Acrylic/Glass Frosted	20	No		\$	\$
9	PED-1524 / 1bSPBMCAA1 524XXYSXX	Pedestals Box/File Mobile Hard surface Casters Painted Metal Width: 15 inch Depth: 24 inch Upholstered Cushion Seat: No Locks: Keyless	35	No		\$	\$
<b>CATEGORY 2</b>							
10	HA7236 / 2WSSREXXL3 6L72BELXX  M-PANEL-72	Individual Height Adjustable Work Surfaces Sit Stand Rectangular Laminate Depth/ Width: 36 inch Length: 72 inch Electric  Added feature for (25) 2WSSREXXL36L72BELXX Modesty Panel Laminate Width: must be greater than 18 inch to cover gap when desk at highest setting Length: 72 inch Mounted to the edge of workspace  Added feature for (25) 2WSSREXXL36L72BELXX Digital numeric switch display (Push button Adjustment)	25	No		\$	\$
11	HA7230 / 2WSSREXXL3 0L72BELXX  M-PANEL-72	Individual Height Adjustable Work Surfaces Sit Stand Rectangular Laminate Depth/ Width: 30 inch Length: 72 inch Electric  Added feature for (7) 2WSSREXXL30L72BELXX Modesty Panel Laminate Width: must be greater than 18 inch to cover gap Length: 72 inch Mounted to the edge of workspace  Added feature for (7) 2WSSREXXL30L72BELXX Digital numeric switch display (Push button Adjustment)	7	No		\$	\$
12	HA7230 / 2WSSREXXL3 0L72BELXX	Individual Height Adjustable Work Surfaces Sit Stand	1	No		\$	\$

	M-PANEL-72	Rectangular Laminate Depth/ Width: 30 inch Length: 72 inch Electric					
		Added feature for (1) 2WSSREXXL30L72BELXX Modesty Panel Laminate Width: Standard Width Length: 72 inch Mounted at standard depth					
		Added feature for (1) 2WSSREXXL30L72BELXX Digital numeric switch display (Push button Adjustment)					
13	HA7230 / 2WSSREXXL3 0L72BELXX	Individual Height Adjustable Work Surfaces Sit Stand Rectangular Laminate Depth/ Width: 30 inch Length: 72 inch Electric No Modesty Panel	6	No		\$	\$
		Added feature for (6) 2WSSREXXL30L72BELXX Digital numeric switch display (Push button Adjustment)					
14	HA-6030 / 2WSSREXXL3 0L60BELXX	Individual Height Adjustable Work Surfaces Sit Stand Rectangular Laminate Depth/ Width: 30 inch Length: 60 inch Electric	15	No		\$	\$
		Added feature for (15) 2WSSREXXL30L60BELXX Digital numeric switch display (Push button Adjustment)					
15	HA 4824 / 2WSSREXXL2 4L48BELXX	Individual Height Adjustable Work Surfaces Sit Stand Rectangular Laminate Depth/ Width: 24 inch Length: 48 inch Electric	15	No		\$	\$
		Added feature for (15) 2WSSREXXL24L48BELXX Digital numeric switch display (Push button Adjustment)					
16	HA-3054 / 2WSSREXXL3 0L54BELXX	Individual Height Adjustable Work Surfaces Sit Stand Rectangular Laminate Depth/ Width: 30 inch Length: 54 inch Electric	9	No		\$	\$

		Added feature for (9) 2WSSREXXL30L54BELXX Digital numeric switch display (Push button Adjustment)					
17	HA-2454 / 2WSSREXXL2 4L54BELXX	Individual Height Adjustable Work Surfaces Sit Stand Rectangular Laminate Depth/ Width: 24 inch Length: 54 inch Electric	25	No		\$	\$
		Added feature for (25) 2WSSREXXL24L54BELXX Digital numeric switch display (Push button Adjustment)					
<b>CATEGORY 5</b>							
18	Single Monitor Arm / 5MOASGARM CLPMTXXXXX	Monitor Arms Single Arm Clamp Mount	130	No		\$	\$
19	Mounted Power Box / 5PMOWKSMT ACUSBXXXXX	Power Module Work Surface Mounted AC and USB Power	180	No		\$	\$
20	CPU / 5CPSUNWKS XXXXXXXXXX	Computer Processor Unit Support Under Worksurface Mounted	2	No		\$	\$
21	TASK LIGHT / 5TLTCLPBAA CUSBXXXXX	Task Light Clamp Base AC and USB Power	3	No		\$	\$
<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</b> (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.							
<b>Section A - IU REQUIREMENT</b>					<b>Section B – SUPPLIER'S BID</b>		
<b>#</b>	<b>AutoCAD / NSA Product(s) Description</b>		<b>QTY</b>	<b>**Provide additional Information Yes/No</b>	<b>Supplier Part Number</b>	<b>Firm Unit Price</b>	<b>Extended Total [Qty x Price]</b>
22	HA8430 Individual Height Adjustable Work Surfaces Sit Stand Rectangular Laminate Depth/ Width: 30 inch Length: 84 inch Electric Added feature for (1) HA8430 Digital numeric switch display (Push button Adjustment) M-PANEL-72 Added feature for (1) HA8430 Modesty Panel Laminate Width: must be greater than 18 inch to cover gap Length: 84 inch Mounted to the edge of worksurface		1	No		\$	\$
23	CORNER R Individual Height Adjustable Work Surfaces		1	No		\$	\$

	Sit Stand Curved Laminate Depth/ Width: 24 inch Length: 60 inch Electric					
	Added feature for (1) HC2460 Digital numeric switch display (Push button Adjustment)					
<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>Product Total (Sum of Line Item 1 thru Line Item 23):</b>						<b>\$</b>

**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	Supplier will deliver on the date and at the time below	Firm Price
1 - 24	4900 Yonge Str. North York, ON 1 <sup>st</sup> Floor	Phase I Week of April 4, 2022	Normal	_____ : weeks	\$
		Phase II Week of August 1, 2022	Normal	<i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00am – 5:00pm Monday through Friday except Federal Government Statutory holidays.				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	Supplier will install on the date and at the time below**	Firm Price
1 - 24	4900 Yonge Str. North York, ON 1 <sup>st</sup> Floor	Phase I Week of April 4, 2022	Normal	_____ : weeks	\$
		Phase II Week of August 1, 2022	Normal	<i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
**Normal Business Hours 8:00am – 5:00pm Monday through Friday except Federal Government Statutory holidays. **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 – Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications**

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

<b>2.</b>	<b>Canada's Facilities to Accommodate the Delivery:</b> The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.  During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.	
2.1	Loading Dock/Location: <i>(Additional information with regards to booking deliveries will be provided at contract award)</i>	
A	Location	2 <sup>nd</sup> floor at 4900 Yonge St North York
B	Dock	The Loading Dock accepts trucks not larger than SPIF#19, maximum length of 12.5m(including the load). 16.2m SPIF Semi-Trailers or 14.65m Non-SPIF Semi-Trailers are not accepted. Loading dock regular hours are 8:00 a.m. to 4:30 p.m.
C	Lift	n/a
D	Loading Dock Doors	n/a
2.2	Freight Elevator	224 cm (89.5 in.) width by 155 cm (62 in.) depth by 300 cm (120 in.) high. The weight capacity is 1820 kg (4000lbs).
2.3	Other (specify, if any)	The Contractor must attend meetings to coordinate base feed locations and identify critical dimensions if required. Contractor must provide, via email, the following information to Project Team prior to delivery and install: 1. Contact Name 2. Contact Number 3. Contact Email 4. WSIB (the WSIB must be kept up to date) 5. Insurance Form 6. Form 1000
<b>3.</b>	<b>Continuance of Certifications</b>	
	The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6B and 6C of the Bidder's SA for Work Spaces.  Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.3	Product Conformance	
3.4	Price Certification (In accordance with the SA, Part 6B)	

**Table 5 - Bid Evaluation and Contract Total for Product Category 1A, 1B, 2 and 5**

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

Solicitation No. - N° de l'invitation  
EQ754-221460/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur  
tor024

Client Ref. No. - N° de réf. du client  
EQ754-221460

File No. - N° du dossier  
TOR-1-44108

CCC No./N° CCC - FMS No./N° VME

8	<b>Total Estimated Cost (6+7):</b> <i>[applicable at contract award only]</i>	\$
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\* Applicable taxes extra

**Table 6 – Bidder's Authorized Representative**

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

**Product Category 3 – Metal Filing & Storage (SA Items)****Table 1 – Product Table**

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID		
#	AutoCAD Block / GoCUID	Description of Product	Qty	**Provide additional Information Yes/No	Supplier Part Number	Firm Price	Extended Total [Qty x Price]
1	FilingCabinet-3H / 3FLT3DXXPM36D18XXXS	Filing Cabinet Lateral 3 Drawers Painted Metal Width: 36 inch Depth: 18 inch Locks: Keyless	1	No		\$	\$
2	FilingCabinet4H / 3FLT4DXXPM36D18XXXS	Filing Cabinet Lateral 4 Drawers Painted Metal Width: 36 inch Depth: 18 inch Locks: Keyless	4	No		\$	\$
**Provide additional information: Canada is requesting bidders to provide drawings and/or pictures including descriptive literature for these products with your bid submission.							
<b>Product Total (Sum of Line Item 1 thru Line Item 2):</b>							<b>\$</b>

**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	Supplier will deliver on the date and at the time below	Firm Price
1 - 2	4900 Yonge Str. North York ON. 1 <sup>st</sup> Floor	Phase I Week of April 4, 2022	Normal	_____ : weeks	\$
		Phase II Week of August 1, 2022	Normal	<i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00am – 5:00pm Monday through Friday except Federal Government Statutory holidays.				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	Supplier will install on the date and at the time below**	Firm Price
1 - 2	4900 Yonge Str. North York ON. 1 <sup>st</sup> Floor	Phase I Week of April 4, 2022	Normal	_____ : weeks	\$
		Phase II Week of August 1, 2022	Normal	Standard Lead time is between 6-10 weeks for furniture delivery and installation.	\$
**Normal Business Hours 8:00am – 5:00pm Monday through Friday except Federal Government Statutory holidays.				Installation Total:	\$



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

**Table 4 – Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications**

<b>1.</b>	<b>Standard Finishes</b>	
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
<b>2.</b>	<p><b>Canada's Facilities to Accommodate the Delivery:</b></p> <p>The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</p> <p>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</p>	
2.1	Loading Dock/Location: <i>(Additional information with regards to booking deliveries will be provided at contract award)</i>	
A	Location	<b>2<sup>nd</sup> floor at 4900 Yonge St North York</b>
B	Dock	<b>The Loading Dock accepts trucks not larger than SPIF#19, maximum length of 12.5m(including the load). 16.2m SPIF Semi-Trailers or 14.65m Non-SPIF Semi-Trailers are not accepted. Loading dock regular hours are 8:00 a.m. to 4:30 p.m.</b>
C	Lift	n/a
D	Loading Dock Doors	n/a
2.2	Freight Elevator	<b>224 cm (89.5 in.) width by 155 cm (62 in.) depth by 300 cm (120 in.) high. The weight capacity is 1820 kg (4000lbs).</b>
2.3	Other (specify, if any)	<p><b>Contractor must provide, via email, the following information to Project Team prior to delivery and install:</b></p> <ol style="list-style-type: none"> <li><b>1. Contact Name</b></li> <li><b>2. Contact Number</b></li> <li><b>3. Contact Email</b></li> <li><b>4. WSIB (the WSIB must be kept up to date)</b></li> <li><b>5. Insurance Form</b></li> <li><b>6. Form 1000</b></li> </ol>
<b>3.</b>	<b>Continuance of Certifications</b>	
	<p>The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6B and 6C of the Bidder's SA for Work Spaces.</p> <p>Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.</p>	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.3	Product Conformance	
3.4	Price Certification (In accordance with the SA, Part 6B)	

**Table 5 - Bid Evaluation and Contract Total for Product Category 3 – Metal Filing & Storage**

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

\* Applicable taxes extra

**Table 6 – Bidder's Authorized Representative**

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

**Product Category 6A – Meeting and Training Room Tables and Soft Seating/Screens (SA Items)****Table 1 – Product Table**

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID		
#	AutoCAD Block / GoCUID	Description of Product	Qty	**Provide additional Information Yes/No	Supplier Part Number	Firm Price	Extended Total [Qty x Price]
1	T-42D / 6MMTSMROPL42XXXW NNX	Meeting and Training Room Tables Meeting Size: Small Shape: Round Support: Pedestal Material: Laminate Diameter: 42 inch Height: 29 inch	2	Yes		\$	\$
2	Mobile Panel – 42 / 6LFSLAXXXW8XXXT XXX	Lounge Screens Free Standing Screens Laminate/Frosted glazing Width: 48 inch Height: 54 inch to 66 inch	2	Yes		\$	\$
<b>**Provide additional information:</b> Canada is requesting bidders to provide drawings and/or pictures including descriptive literature for these products with your bid submission.							
<b>Product Total (Sum of Line Item 1 thru Line Item 2):</b>							<b>\$</b>

**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	Supplier will deliver on the date and at the time below	Firm Price
1 - 2	4900 Yonge Str. North York, ON 1 <sup>st</sup> Floor	Phase I Week of April 4, 2022	Normal	_____ : weeks	\$
		Phase II Week of August 1, 2022	Normal	<i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00am – 5:00pm Monday through Friday except Federal Government Statutory holidays.				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	Supplier will install on the date and at the time below**	Firm Price
1 - 2	4900 Yonge Str. North York, ON 1 <sup>st</sup> floor	Phase I Week of April 4, 2022	Normal	_____ : weeks	\$
		Phase II Week of August 1, 2022	Normal	<i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$

<p><b>**Normal Business Hours 8:00am – 5:00pm Monday through Friday except Federal Government Statutory holidays.</b></p> <p><b>**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.</b></p>	<b>Installation Total:</b>	<b>\$</b>
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**Table 4 – Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications**

<b>1.</b>	<b>Standard Finishes</b>	
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
<b>2.</b>	<p><b>Canada's Facilities to Accommodate the Delivery:</b></p> <p>The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</p> <p>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</p>	
2.1	Loading Dock/Location: <i>(Additional information with regards to booking deliveries will be provided at contract award)</i>	
A	Location	<b>2<sup>nd</sup> floor at 4900 Yonge St North York</b>
B	Dock	<b>The Loading Dock accepts trucks not larger than SPIF#19, maximum length of 12.5m(including the load). 16.2m SPIF Semi-Trailers or 14.65m Non-SPIF Semi-Trailers are not accepted. Loading dock regular hours are 8:00 a.m. to 4:30 p.m.</b>
C	Lift	n/a
D	Loading Dock Doors	n/a
2.2	Freight Elevator	<b>224 cm (89.5 in.) width by 155 cm (62 in.) depth by 300 cm (120 in.) high. The weight capacity is 1820 kg (4000lbs).</b>
2.3	Other (specify, if any)	<p><b>Contractor must provide, via email, the following information to Project Team prior to delivery and install:</b></p> <ol style="list-style-type: none"> <li><b>1. Contact Name</b></li> <li><b>2. Contact Number</b></li> <li><b>3. Contact Email</b></li> <li><b>4. WSIB (the WSIB must be kept up to date)</b></li> <li><b>5. Insurance Form</b></li> <li><b>6. Form 1000</b></li> </ol>
<b>3.</b>	<b>Continuance of Certifications</b>	
	<p>The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6B and 6C of the Bidder's SA for Work Spaces.</p> <p>Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.</p>	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.3	Product Conformance	

3.4	Price Certification (In accordance with the SA, Part 6B)
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**Table 5 - Bid Evaluation and Contract Total for Product Category 6A – Meeting and Training Room Tables and Soft Seating/Screens**

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

\* Applicable taxes extra

**Table 6 – Bidder's Authorized Representative**

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

**Product Category 6B – Collaborative Tables (SA Items)****Table 1 – Product Table**

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID		
#	AutoCAD Block / GoCUID	Description of Product	Qty	**Provide additional Information Yes/No	Supplier Part Number	Firm Price	Extended Total [Qty x Price]
1	SHWF-3072 / 6CKIVAREWL30L72TNXX	Collaborative Tables Kitchenette Island Table Shape: Rectangular Support: Waterfall Edge Material: Laminate Width/Depth: 30 inch Length: 72 inch Height: 34 inch to 37 inch Power Data: No	1	Yes		\$	\$
2	BHWF-3072 / 6CKIVAREWL30L72PNXX	Collaborative Tables Kitchenette Island Table Shape: Rectangular Support: Waterfall Edge Material: Laminate Width/Depth: 30 inch Length: 72 inch Height: 41 inch to 43 inch Power Data: No	1	Yes		\$	\$
**Provide additional information: Canada is requesting bidders to provide drawings and/or pictures including descriptive literature for these products with your bid submission.							
<b>Product Total (Sum of Line Item 1 thru Line Item 2):</b>							<b>\$</b>

**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	Supplier will deliver on the date and at the time below	Firm Price
1 - 2	4900 Yonge Str. North York ON. 1 <sup>st</sup> Floor	Phase I Week of April 4, 2022	Normal	_____ : weeks	\$
		Phase II Week of August 1, 2022	Normal	<i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00am – 5:00pm Monday through Friday except Federal Government Statutory holidays.				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	Supplier will install on the date and at the time below**	Firm Price
1 - 2	4900 Yonge Str. North York ON. 1 <sup>st</sup> Floor	Phase I Week of April 4, 2022	Normal	_____ : weeks	\$

		Phase II Week of August 1, 2022	Normal	<i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
<p><b>**Normal Business Hours 8:00am – 5:00pm Monday through Friday except Federal Government Statutory holidays.</b></p> <p><b>**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.</b></p>				<b>Installation Total:</b>	\$

**Table 4 – Standard Finishes and Canada's Facilities to Accommodate the Delivery and Certifications**

<b>1.</b>	<b>Standard Finishes</b>	
1.1	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
<b>2.</b>	<p><b>Canada's Facilities to Accommodate the Delivery:</b></p> <p>The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.</p> <p>During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule.</p>	
2.1	Loading Dock/Location: <i>(Additional information with regards to booking deliveries will be provided at contract award)</i>	
A	Location	<b>2<sup>nd</sup> floor at 4900 Yonge St North York</b>
B	Dock	<b>The Loading Dock accepts trucks not larger than SPIF#19, maximum length of 12.5m(including the load). 16.2m SPIF Semi-Trailers or 14.65m Non-SPIF Semi-Trailers are not accepted. Loading dock regular hours are 8:00 a.m. to 4:30 p.m.</b>
C	Lift	<b>n/a</b>
D	Loading Dock Doors	<b>n/a</b>
2.2	Freight Elevator	<b>224 cm (89.5 in.) width by 155 cm (62 in.) depth by 300 cm (120 in.) high. The weight capacity is 1820 kg (4000lbs).</b>
2.3	Other (specify, if any)	<p><b>Contractor must provide, via email, the following information to Project Team prior to delivery and install:</b></p> <ol style="list-style-type: none"> <li><b>1. Contact Name</b></li> <li><b>2. Contact Number</b></li> <li><b>3. Contact Email</b></li> <li><b>4. WSIB (the WSIB must be kept up to date)</b></li> <li><b>5. Insurance Form</b></li> <li><b>6. Form 1000</b></li> </ol>
<b>3.</b>	<b>Continuance of Certifications</b>	
	<p>The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6B and 6C of the Bidder's SA for Work Spaces.</p> <p>Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.</p>	
3.1	Integrity Provisions	

3.2	Federal Contractor's Program for Employment Equity
3.3	Product Conformance
3.4	Price Certification (In accordance with the SA, Part 6B)

**Table 5 - Bid Evaluation and Contract Total for Product Category 6B – Collaborative Tables**

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

\* Applicable taxes extra

**Table 6 – Bidder's Authorized Representative**

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



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## **ANNEX B**

### **SECURITY REQUIREMENTS**

The security requirements set out in the attached Security Requirements Check List (SRCL) and in the terms below apply to and form part of the Contract.

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS) with approved Document Safeguarding at the level of PROTECTED B, issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to PROTECTED information, assets or site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CSP, PWGSC, the Contractor/ personnel MAY NOT HAVE ACCESS to PROTECTED information or assets, and MAY NOT ENTER sites where such information or assets are kept, without an escort.
3. The Contractor MUST NOT utilize its Information Technology systems to electronically process, produce or store PROTECTED information until the CSP, PWGSC has issued written approval. After approval has been granted or approved, these tasks may be performed at the level of PROTECTED B.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
5. The Contractor must comply with the provisions of the:
  - a) Security Requirements Check List and security guide (if applicable), attached at Annex B; (see attached)
  - b) Industrial Security Manual (Latest Edition).

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**ANNEX C**  
**FLOOR PLAN(s) and PANEL MATRIX**

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**Send Request for AutoCAD and Floor Plan to shannon.brewster@pwgsc-tpsgc.gc.ca**

Instructions to Bidder(s):

For Category 1a products, the Bidders must provide with its bid:

- (a) Completed floor plan(s) with proposed SA approved products;
- (b) A product listing of proposed SA approved products offered at floor plan(s).  
As a minimum the product listing must include the following information:
  - Supplier part numbers including NSA products forming part of this category;
  - brief product descriptions;
  - quantities;
  - firm unit prices. and
- (c) Bidders must provide a stackable panel system that consists of a Base panel with the required add-on module(s) as defined in the panel matrix of this requirement.

**If the required documents have not been provided at bid closing, Public Works and Government Services Canada (PWGSC) will notify the Bidder that they are required to provide them within two business days following notification by PWGSC. (Note: this time requirement reflects PWGSC's expectation that these documents are readily available.)**

**If the Bidder fails to provide the required document(s) within two business days, their bid will be non-responsive and will not be given further consideration.**

*\*\*\*\*\* Products from categories other than Category 1a shown on floor plan are for information purposes only\*\*\*\*\**

*By submitting a bid, the Bidder certifies that their submission includes all components and quantities for Category 1a, in accordance with the floor plans, panel details, panel matrices and/or workstation layouts stipulated in Annex C.*

**\*At contract award, "By submitting a bid, the Bidder" becomes "The Contractor".**

**Category 1a Requirement:**

**1) Floor Plan(s)**

\*\*\*Send request for AutoCAD Floor Plan to shannon.brewster@pwgsc.gc.ca

**2) Panel Matrix**

Quantity	AutoCAD Block or Attribute	Category 1A
75	24-A	Seated Privacy Height Add On Non-Powered Lower Element 1: Plastic Laminate Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 610 mm (24 inch)

75	24-A	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 610 mm (24 inch)
5	30-A	Seated Privacy Height Add On Non-Powered Lower Element 1: Plastic Laminate Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 762 mm (30 inch)
5	30-A	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 762 mm (30 inch)
39	42-A	Seated Privacy Height Add On Non-Powered Lower Element 1: Plastic Laminate Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1067 mm (42 inch)
39	42-A	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1067 mm (42 inch)
2	42-A- SLIDINGPANEL	<b>NON-SA</b> 1676mm (66 inch) high total Non-Powered Sliding Panel System Frosted Glazing (includes Frame and Glazing) Opening Width: 1067 mm (42 inch) Total Width: 2134mm (84 inch)
41	48-A	Seated Height Privacy Add On Non-Powered Lower Element 1: Plastic Laminate Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1219 mm (48 inch)
41	48-A	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1219 mm (48 inch)
8	24-B	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate (1 cut-out(s) for Power & Data) Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing)

		Width: 609.6 mm (24 inch)
8	24-B	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 609.6 mm (24 inch)
2	30-B	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate (1 cut-out(s) for Power & Data) Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 762 mm (30 inch)
2	30-B	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 762 mm (30 inch)
2	48-B	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate (1 cut-out(s) for Power & Data) Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1219 mm (48 inch)
2	48-B	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1219 mm (48 inch)
8	54-B	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate (1 cut-out(s) for Power & Data) Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1371.6 mm (54 inch)
8	54-B	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1371.6 mm (54 inch)
8	24-C	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 609.6 mm (24 inch)
8	24-C	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 609.6 mm (24 inch)

5	30-C	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 762 mm (30 inch)
5	30-C	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 762 mm (30 inch)
5	48-C	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1219 mm (48 inch)
5	48-C	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1219 mm (48 inch)
8	54-C	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1371.6 mm (54 inch)
8	54-C	<b>NON-SA</b> Add-on Stack to 1676mm (66 inch) high total Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1371.6 mm (54 inch)
25	24-D	<b>NON-SA</b> 26" Maximum Height Panel Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Laminate Width: 609.6 mm (24 inch)
25	48-D	<b>NON-SA</b> 26" Maximum Height Panel Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Laminate Width: 1219 mm (48 inch)
14	36-E	Base Height Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate Width: 914 mm (36 inch)
2	42-E	Base Height Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate

		Width: 1067 mm (42 inch)
20	42-F	Base Height Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate (1 cut-out(s) for Power & Data) Width: 1067 mm (42 inch)
7	60-F	Base Height Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate (1 cut-out(s) for Power & Data) Width: 1524 mm (60 inch)
15	30-G	Base Height Non-Powered Lower Element 1: Plastic Laminate Lower Element 2: Plastic Laminate Width: 762 mm (30 inch)
12	36-G	Base Height Non-Powered Lower Element 1: Plastic Laminate Lower Element 2: Plastic Laminate Width: 914.4 mm (36 inch)
1	54-G	Base Height Non-Powered Lower Element 1: Plastic Laminate Lower Element 2: Plastic Laminate Width: 1372 mm (54 inch)
2	36-H	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 914 mm (36 inch)
1	48-H	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Plastic Laminate (1 cut-out(s) for Power & Data) Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 1219 mm (48 inch)
2	30-I	Seated Height Privacy Add On Non-Powered Lower Element 1: Plastic Laminate Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 762 mm (30 inch)
1	24-I	Seated Height Privacy Add On Non-Powered Lower Element 1: Plastic Laminate Lower Element 2: Plastic Laminate Upper Element 1: Frosted Glazing (Includes Frame and Glazing) Upper Element 2: Frosted Glazing (Includes Frame and Glazing) Width: 610 mm (24 inch)

8	36-J	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Fabric (1 cut-out(s) for Power & Data) Lower Element 2: Fabric Upper Element 1: Fabric Upper Element 2: Fabric Width: 914 mm (36 inch)
4	48-J	Seated Height Privacy Add On Powered outlet(s) Below Work Surface Lower Element 1: Fabric (1 cut-out(s) for Power & Data) Lower Element 2: Fabric Upper Element 1: Fabric Upper Element 2: Fabric Width: 1219 mm (48 inch)
4	24-K	Seated Height Privacy Add On Non-Powered Lower Element 1: Fabric Lower Element 2: Fabric Upper Element 1: Fabric Upper Element 2: Fabric Width: 609.6 mm (24 inch)
6	30-K	Seated Height Privacy Add On Non-Powered Lower Element 1: Fabric Lower Element 2: Fabric Upper Element 1: Fabric Upper Element 2: Fabric Width: 762 mm (30 inch)
2	48-K	Seated Height Privacy Add On Non-Powered Lower Element 1: Fabric Lower Element 2: Fabric Upper Element 1: Fabric Upper Element 2: Fabric Width: 1219 mm (48 inch)

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## ANNEX D

### Additional Specifications, Certifications

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

#### 1. Specifications

##### 1.1 General Requirements:

- (a) All products must be new and be the manufacturer's standard product.
- (b) The Contractor is responsible for supplying all necessary hardware attachments to allow for a complete installation.
- (c) All packaging must be designed to minimize waste (e.g. bulk, reusable) and must be reused, recycled and/or recovered.
- (d) All products must meet CAN/CGSB-04.227.
- (e) All products must meet ANSI/BIFMA XS.S.
- (f) All products must meet ANSI/BIFMA e3 Furniture Sustainability Standard, Minimum Level 1. Certification must be submitted with the bid package.

##### 1.2 References:

- (a) Canadian General Standards Board (CGSB)
- (b) American National Standards Institute (ANSI) /Business and International Furniture Manufacturers Association (BIFMA International)
- (c) Reference to the above publications, or test methods herein is to the latest issue.

##### 1.3 Performance Requirements:

- (a) The finished products must be stable, uniform in quality, style, material and workmanship and be clean and free from defects that may affect appearance, serviceability or safety.
- (b) External surfaces must be smooth and all edges must be clean and well finished. All surfaces must be free from sharp edges, burrs and any other hazards to safety.
- (c) All components must be level and square.

##### 1.4 Test Requirements:

- (a) All ANSI/BIFMA and CAN/CGSB tests must be completed at an acceptable testing facility. An independent testing laboratory and/or a company owned laboratory are acceptable provided that the laboratory has been accredited by a nationally recognized body such a Standards Council of Canada, A2LA (American Association for Laboratory Accreditation), or is listed on the Canadian General Standards Board (CGSB) Laboratory Acceptance program.

#### 2. NON-SA Category 1A Product

##### 2.1 Sliding Panel Doors – 42”L x 66”H Sliding Panel Door

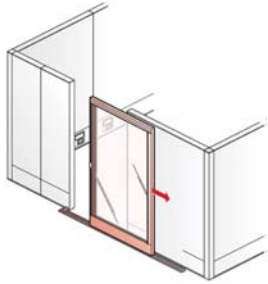
###### 2.1.1 Description:

- (a) Sliding doors to be used outside of workstations.
- (b) Threshold tracks to meet ADA guidelines.
- (c) Provide filler post.
- (d) Provide one right hand sliding door and one left hand sliding door.
  - i. Right-hand sliding door mounts and slides open to the right.
  - ii. Left-hand sliding door mounts and slides open to the left.
  - iii. Refer to image below.



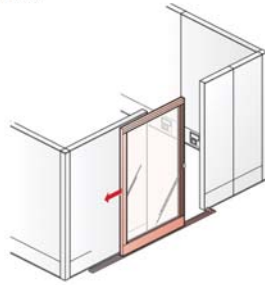
**Right-Hand Sliding Door**

• Right-hand Sliding Door mounts and slides open to the right (shown from the outside of a workstation application).



**Left-Hand Sliding Door**

• Left-hand Sliding Door mounts and slides open to the left (shown from the outside of a workstation application).

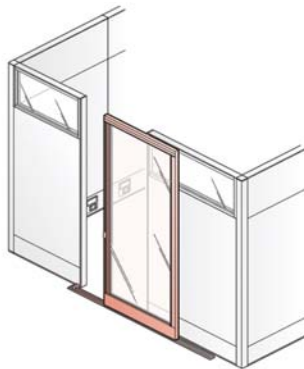


**2.1.2 Dimensions:**

- (a) Sliding doors to match panel height of 66".
- (b) 42" Door to have a nominal width of approximately 44.73".
- (c) Track length to be approximately 87" long.
- (d) Track height to be approximately 0.45".
- (e) Clearance opening to be no less than 39-1/4"
- (f) Filler post to match panel height of 66".

**2.1.3 Finishes and Details:**

- (a) Panel frame to match material and finish of surrounding panels frames.
- (b) Panel to be frosted glass.
- (c) Track to match material and finish of surrounding panel frames.
- (d) Sliding door to match panel height of 66", as shown in image



**3. NON-SA Category 2 Product**

**3.1 Single Surface – 24"x 60" Curved User End Height Adjustable with Digital Numeric Switch Display**

**3.1.1 Description:**

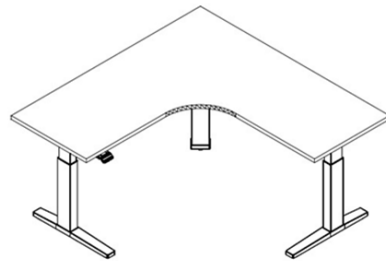
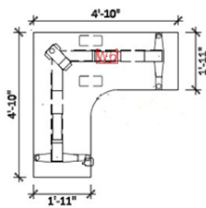
- (a) Sit/Stand Range Height Adjustable (HA) Corner- 1 piece top – Curved user edge with digital numeric switch display. (Refer to Image)
- (b) Table's bases must be electronic and have a minimum of three (3) Leg bases with height.
- (c) The electrical controls must be certified to be compliant with CSA C22.2 No. 203.
- (d) Each freestanding corner HA table to have 6 work surface wire clips.

### 3.1.2 Dimension:

- (a) Single Surface – Curved User End Height Adjustable top range to be approximately:
  - (i) 574 mm (22.6") x 1237 mm (48.7") high.
- (b) Single Surface – Curved User End Height Adjustable top range must accommodate nominal size work surfaces of:
  - (ii) Mm (24"- minus pinch space) deep x mm (60"- minus pinch space) long.

### 3.1.3 Finishes and Details:

- (a) Single Surface – Curved User End Height Adjustable work surface table must be:
  - (i) High pressure or low-pressure laminate.
  - (ii) Work surface edging must be a Plastic or PVC or Vinyl product.
  - (iii) Support / base assembly must be made entirely of metal.
  - (iv) Height adjustable bases must be part of an integrated base assembly solution. With cable / utility tray for wire management that also houses power ports for each user. Cable trays to have covers to hide power and wire management.



Digital Numeric Switch Display  
(Push button Adjustment)



## 4. NON-SA Category 2 Product

### 4.1 Single Surface – 30"x 84" Height Adjustable Rectangular Table with Digital Numeric Switch Display and Modesty Panel

#### 4.1.1 Description:

- (a) Sit/Stand Range Height Adjustable (HA) Rectangular- 1 piece top.
- (b) Table's bases must be electronic and have a minimum of two (2) Leg bases with standard height range (T-Leg Base).
- (c) The electrical controls must be certified to be compliant with CSA C22.2 No. 203.
- (d) Freestanding HA table to have digital numeric switch display (Push button Adjustment)(Refer to image).
- (e) Freestanding HA table to have modesty panel.



#### 4.1.2 Dimension:

- (a) Single Surface – Rectangular Height Adjustable top range to be approximately:
  - (i) 574 mm (22.6") x 1237 mm (48.7") high.
- (b) Single Surface – Rectangular Height Adjustable top range must accommodate nominal size work surfaces of:
  - (i) 762 mm (30"- minus pinch space) deep x 2133.6 mm (84"- minus pinch space) long.
- (c) Modesty Panel to be the following dimensions:
  - (i) 2133.6 mm (84" minus pinch space) long x 457.2 mm (18") high minimum.

#### 4.1.3 Finishes and Details:

- (a) Single Surface – Rectangular Height Adjustable work surface table must be:
  - (i) High pressure or low-pressure laminate.
  - (ii) Work surface edging must be a Plastic or PVC or Vinyl product.
  - (iii) Support / base assembly must be made entirely of metal.
  - (iv) Height adjustable bases must be part of an integrated base assembly solution. With cable / utility tray for wire management that also houses power ports for each user. Cable trays to have covers to hide power and wire management.
  - (v) Modesty Panel to be mounted roughly  $\pm$  254 mm (10") away from edge

### 5. Certification

#### 5.1 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.

## ANNEX E

### COVID-19 Vaccination Requirement Certification

In accordance with the COVID-19 Vaccination Policy for Supplier Personnel, all Bidders must provide with their bid, the COVID-19 Vaccination Requirement Certification attached to this bid solicitation, to be given further consideration in this procurement process. This Certification incorporated into the bid solicitation on its closing date is incorporated into, and forms a binding part of any resulting Contract.

I, \_\_\_\_\_ (first and last name), as the representative of  
\_\_\_\_\_ (name of business) pursuant to  
\_\_\_\_\_ (insert solicitation number), warrant and certify that all  
personnel that \_\_\_\_\_ (name of business) will provide on the  
resulting Contract who access federal government workplaces where they may come into contact with  
public servants will be:

(a) fully vaccinated against COVID-19 with Health Canada-approved COVID-19 vaccine(s); or

(b) for personnel that are unable to be vaccinated due to a certified medical contraindication, religion  
or other prohibited grounds of discrimination under the *Canadian Human Rights Act*, subject to  
accommodation and mitigation measures that have been presented to and approved by Canada;

until such time that Canada indicates that the vaccination requirements of the COVID-19  
Vaccination Policy for Supplier Personnel are no longer in effect.

I certify that all personnel provided by \_\_\_\_\_ (name of business) have been  
notified of the vaccination requirements of the Government of Canada's COVID-19 Vaccination Policy  
for Supplier Personnel, and that the \_\_\_\_\_ (name of business) has certified to their  
compliance with this requirement.

I certify that the information provided is true as of the date indicated below and will continue to be true  
for the duration of the Contract. I understand that the certifications provided to Canada are subject to  
verification at all times. I also understand that Canada will declare a contractor in default, if a  
certification is found to be untrue, whether made knowingly or unknowingly, during the bid or contract  
period. Canada reserves the right to ask for additional information to verify the certifications. Failure to  
comply with any request or requirement imposed by Canada will constitute a default under the Contract  
the certifications. Failure to comply with any request or requirement imposed by Canada will constitute  
a default under the Contract.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### Optional

For data purposes only, initial below if your business already has its own mandatory vaccination policy  
or requirements for employees in place. Initialing below **is not** a substitute for completing the  
mandatory certification above.

Initials: \_\_\_\_\_


Information you provide on this Certification Form and in accordance with the Government of Canada's  
COVID-19 Vaccination Policy for Supplier Personnel will be protected, used, stored and disclosed in  
accordance with the Privacy Act. Please note that you have a right to access and correct any  
information on your file, and you have a right to file a complaint with the Office of the Privacy  
Commissioner regarding the handling of your personal information. These rights also apply to all  
individuals who are deemed to be personnel for the purpose for the Contract and who require access  
to federal government workplaces where they may come into contact with public servants

Solicitation No. - N° de l'invitation  
EQ754-221460/A  
Client Ref. No. - N° de réf. du client  
VME  
EQ754-221460

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR- 1-44108

Buyer ID - Id de l'acheteur  
tor024  
CCC No./N° CCC - FMS No./N°

## ANNEX B SECURITY REQUIREMENTS

	Government of Canada Gouvernement du Canada	<b>Contract Number / Numéro du contrat</b> North York-DCIS <b>Security Classification / Classification de sécurité</b> UNCLASSIFIED	
-----------------------------------------------------------------------------------	------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------	--

SECURITY REQUIREMENTS CHECK LIST (SRCL) LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)			
PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE			
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine <b>ESDC</b>		2. Branch or Directorate / Direction générale ou Direction CFOB/RPCMR/NRPM/ON-PPT	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Design, construction and installation services for the consolidation of Service Canada and passport program sites in North York, Ontario. Activities related to: 1) The public solicitation and award of contracts for professional services; 2) The development of technical requirements for the construction and installation of real property, furniture and equipment; 3) The public solicitation and award of contracts for construction and installation services; 4) The construction and installation of real property, furniture and equipment (general and sub-trades).			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c.) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c.)		<input type="checkbox"/> No Non	<input checked="" type="checkbox"/> Yes Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input checked="" type="checkbox"/>		NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>		All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>			
Restricted to: / Limité à: <input type="checkbox"/>		Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays: <input type="text"/>		Specify country(ies): / Préciser le(s) pays: <input type="text"/>	Specify country(ies): / Préciser le(s) pays: <input type="text"/>
7. c) Level of information / Niveau d'information			
PROTECTED A PROTÉGÉ A <input type="checkbox"/>		NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input checked="" type="checkbox"/>		NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>		NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>		NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>		COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>			TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>			TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
UNCLASSIFIED

Canada



Solicitation No. - N° de l'invitation  
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VME  
EQ754-221460

Amd. No. - N° de la modif.  
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TOR- 1-44108

Buyer ID - Id de l'acheteur  
tor024  
CCC No./N° CCC - FMS No./N°



Contract Number / Numéro du contrat North York-DCIS
Security Classification / Classification de sécurité UNCLASSIFIED

<b>PART A (continued) / PARTIE A (suite)</b>	
8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? If Yes, indicate the level of sensitivity: Dans l'affirmative, indiquer le niveau de sensibilité :	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
9. Will the supplier require access to extremely sensitive INFOSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? Short Title(s) of material / Titre(s) abrégé(s) du matériel : Document Number / Numéro du document :	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
<b>PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)</b>	
10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis	
<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ  <input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT  <input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL  <input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL  <input type="checkbox"/> SECRET SECRET  <input type="checkbox"/> NATO SECRET NATO SECRET  <input type="checkbox"/> TOP SECRET TRÈS SECRET  <input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
Special comments: Commentaires spéciaux : This SRCL reflects the highest classification and screening level anticipated amongst all activities covered under this contract. Refer to attached ESDC Real Property Security Classification Guide for further refinement regarding classification and screening requirements by activity.	
NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided. REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.	
10. b) May unscreened personnel be used for portions of the work? Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? If Yes, will unscreened personnel be escorted? Dans l'affirmative, le personnel en question sera-t-il escorté?	
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
<b>PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)</b>	
<b>INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS</b>	
11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises? Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?	
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
11. b) Will the supplier be required to safeguard COMSEC information or assets? Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?	
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
<b>PRODUCTION</b>	
11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises? Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?	
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
<b>INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)</b>	
11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data? Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?	
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?	
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	

TBS/SCT 350-103(2004/12)


Security Classification / Classification de sécurité UNCLASSIFIED
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Canada

Solicitation No. - N° de l'invitation  
EQ754-221460/A  
Client Ref. No. - N° de réf. du client  
VME  
EQ754-221460

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR- 1-44108

Buyer ID - Id de l'acheteur  
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	Government of Canada	Gouvernement du Canada
	Contract Number / Numéro du contrat North York-DCIS	
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**PART C - (continued) / PARTIE C - (suite)**

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.  
Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.  
Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COMSEC TOP SECRET COMSEC THREE SECRET	RESTRICTED / PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
											A	B	C			
Information / Assets / renseignements / biens																
Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No / Non ☐ Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No / Non ☐ Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).