



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

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

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

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

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

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

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

Comments - Commentaires

Vendor/Firm Name and Address

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

Issuing Office - Bureau de distribution

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

Title - Sujet Small and large lockers for ISED Small and large lockers for ISED	
Solicitation No. - N° de l'invitation U6416-221161/A	Date 2021-12-21
Client Reference No. - N° de référence du client U6416-221161	
GETS Reference No. - N° de référence de SEAG PW-\$\$PQ-991-80773	
File No. - N° de dossier pq991.U6416-221161	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2022-01-14 Heure Normale du l'Est HNE	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Ouimet, Daphné	Buyer Id - Id de l'acheteur pq991
Telephone No. - N° de téléphone (343) 551-0104 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: See Herein	

Instructions: See Herein

Instructions: Voir aux présentes

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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	3
1.1 SECURITY REQUIREMENTS	3
1.2 STATEMENT OF REQUIREMENT	3
1.3 DEBRIEFINGS	3
1.4 COVID-19 VACCINATION REQUIREMENT.....	3
PART 2 - BIDDER INSTRUCTIONS	4
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	4
2.2 SUBMISSION OF BIDS.....	4
2.3 ENQUIRIES - BID SOLICITATION.....	4
2.4 APPLICABLE LAWS.....	5
2.5 BID CHALLENGE AND RECOURSE MECHANISMS.....	5
PART 3 - BID PREPARATION INSTRUCTIONS.....	6
3.1 BID PREPARATION INSTRUCTIONS	6
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	7
4.1 EVALUATION PROCEDURES.....	7
4.2 BASIS OF SELECTION.....	7
PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION	8
5.1 CERTIFICATIONS REQUIRED WITH THE BID.....	8
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	9
PART 6 - RESULTING CONTRACT CLAUSES	11
6.1 SECURITY REQUIREMENTS	11
6.2 STATEMENT OF REQUIREMENT	11
6.3 STANDARD CLAUSES AND CONDITIONS.....	11
6.4 TERM OF CONTRACT	13
6.5 AUTHORITIES	14
6.6 PAYMENT	15
6.7 INVOICING INSTRUCTIONS	16
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION.....	16
6.9 APPLICABLE LAWS.....	16
6.10 PRIORITY OF DOCUMENTS	16
6.11 SACC MANUAL CLAUSES	17
6.12 DISPUTE RESOLUTION.....	17
6.13 INSTALLATION SERVICES.....	17
6.14 POST INSTALLATION PROCEDURES.....	18
6.15 DEFICIENCY PROCEDURES	18
ANNEX A	19
STATEMENT OF REQUIREMENT	19
ANNEX B	28
BASIS OF PAYMENT	29
ANNEX 1 TO PART 3 OF THE BID SOLICITATION.....	34
ELECTRONIC PAYMENT INSTRUMENTS	34

ANNEX 1 TO PART 5 OF THE BID SOLICITATION 35
FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION.....35

PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There is no security associated with this requirement.

1.2 Statement of Requirement

The requirement is detailed under Annex A – Statement of Requirement.

1.3 Debriefings

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

1.4 COVID-19 Vaccination Requirement

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.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

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

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

2.2 Submission of Bids

Bids must be submitted only by Electronic Procurement Solution ("SAP Ariba") by the date and time indicated in the bid solicitation.

For technical support with SAP Ariba, please contact the CanadaBuys Service Desk agents:
<https://canadabuys.canada.ca/en/contact-support>

Bids will not be accepted if emailed directly to the Contracting Authority.

Due to the nature of the bid solicitation, bids transmitted by facsimile, epost Connect, or paper to PWGSC will not be accepted.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

2.5 Bid Challenge and Recourse Mechanisms

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Section I: Technical Bid
Section II: Financial Bid
Section III: Certifications

Due to the nature of the bid solicitation, bids transmitted by epost Connect service and by facsimile will not be accepted.

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

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex 1 to Part 3 of the Bid Solicitation - Electronic Payment Instruments, to identify which ones are accepted.

If Annex 1 to Part 3 of the Bid Solicitation - Electronic Payment Instruments is not completed, it will be considered as if Electronic

Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

3.1.3 SACC Manual Clauses

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Mandatory Technical Criteria (MTC)	
MTC1	<p>The Bidder must demonstrate that their proposed products meet the dimensions as stated in Annex A – Statement of Requirement.</p> <p>To demonstrate compliance to MTC 1, the bidder must provide a computer generated image including side, top, front, and inside views of the proposed product as well as all specifications of the handle and locking mechanism.</p>

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

Mandatory Financial Criteria	
MFC 1	<p>MFC 1</p> <p>The Bidder must submit their proposed products and firm prices at Annex B - Basis of Payment.</p> <p>Bidders must submit their proposed product and pricing in accordance with Part 3, section II Financial Bid of this solicitation.</p> <p>Prices must appear at Annex B - Basis of Payment only.</p>

4.1.2.2 Evaluation of Price

- a) The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

4.2 Basis of Selection

- a) A bid must comply with the requirements of the bid solicitation and meet all mandatory technical and financial evaluation criteria to be declared responsive.
- b) The responsive bid with the lowest evaluated price will be recommended for award of a contract.
- c) Up to one (1) contract may be awarded.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.1.2 Additional Certifications Required with the Bid

5.1.2.1 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.

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.

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex titled Federal Contractors Program for Employment Equity - Certification, before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Product Conformance

The Bidder certifies that all the products offered conform, and will continue to conform throughout the duration of the Contract, to the requirement detailed in Annex A—Statement of Requirement.

Bidder's authorized representative signature

Date

5.2.3.2 Authorized Dealer

If the Offeror is not the manufacturer of the products offered but is submitting an offer offering the products of a manufacturer(s), the Offeror must:

- i. be an authorized dealer of the manufacturer(s) for the products offered.
- ii. Submit a letter of authorization from each manufacturer whose products are being offered.
The letter must:
 - a) Be signed by the manufacturer and be under the letterhead of the manufacturer;
 - b) List the name and series of the products being proposed; and
 - c) Confirm that the Bidder is in fact an authorized dealer for the products specified in the letter.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Statement of Requirement

The Contractor must provide the items detailed in Annex A - Statement of Requirement.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

[2010A](#) ([2021-12-02](#)), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

DELETE: The warranty period will be twelve (12) months.

INSERT: The warranty period will be ten (10) years, with the exception of user adjustable components, which must have a warranty of five (5) years.

Section 09 entitled Warranty of General Conditions 2010A is amended by deleting subsection 2 in its entirety and replacing it with the following:

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

All other provisions of the warranty section remain in effect.

[2010A](#) 32 Anti-forced labour requirements, apply to and form part of the Contract

1. The Contractor represents and warrants that the Work is not mined, manufactured or produced wholly or in part by forced labour. Regardless of who acts as an importer, the Contractor must not during the performance of the Contract, directly or indirectly, deliver Work to Canada or import Work into Canada the importation of which is prohibited pursuant to ss. 136(1) of the *Customs Tariff Act* and tariff item No. 9897.00.00 of the [Customs Tariff – Schedule](#) (as amended from time to time), because it is mined, manufactured or produced wholly or in part by forced labour.

2. If a tariff classification determination is made under the *Customs Act* that the importation of the Work, or any part of the Work, is prohibited, the Contractor must immediately inform the Contracting Authority in writing. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Work or any part of the Work is classified under tariff item no. 9897.00.00 of the *Customs Tariff – Schedule* as mined, manufactured or produced wholly or in part by forced labour. If the Contractor is aware that the Work, or any part of the Work, is being or has been investigated regarding whether it is prohibited from entry pursuant to tariff item No. 9897.00.00, the Contractor must immediately inform the Contracting Authority in writing of that investigation.
3. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if it has reasonable grounds to believe the Work was mined, manufactured or produced in whole or in part by forced labour or linked to human trafficking. Reasonable grounds for making such a determination may include:
 - a. Findings or Withhold Release Orders issued by the United States Customs and Border Protection, under the US *Trade Facilitation and Trade Enforcement Act* (TFTEA) of 2015; or
 - b. Credible evidence from a reliable source, including but not limited to non-governmental organizations.
4. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Contractor has, in the past three years, been convicted of any of the following offences under the *Criminal Code* or the *Immigration and Refugee Protection Act*:
 - i. section 279.01 (Trafficking in persons);
 - ii. section 279.011 (Trafficking of a person under the age of eighteen years);
 - iii. subsection 279.02(1) (Material benefit - trafficking);
 - iv. subsection 279.02(2) (Material benefit - trafficking of person under 18 years);
 - v. subsection 279.03(1) (Withholding or destroying documents - trafficking);
 - vi. subsection 279.03(2) (Withholding or destroying documents - trafficking of person under 18 years); or

Immigration and Refugee Protection Act

 - vii. section 118 (Trafficking in persons).
5. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Contractor has, in the past three years, been convicted of an offence in a jurisdiction other than Canada that, in Canada's opinion, is similar to any of the offences identified in paragraphs 4(i) to (vii).
6. For purposes of determining whether a foreign offence is similar to a listed offence, PWGSC will take into account the following factors:
 - i. in the case of a conviction, whether the court acted within its jurisdiction;
 - ii. whether the supplier was afforded the right to appear during the court's proceedings or to submit to the court's jurisdiction;
 - iii. whether the court's decision was obtained by fraud; or
 - iv. whether the supplier was entitled to present to the court every defence that the supplier would have been entitled to present had the proceeding been tried in Canada.
7. Where Canada intends to terminate the Contract under this section, Canada will inform the Contractor and provide the Contractor an opportunity to make written representations before making a final decision. Written representations must be submitted within 30 days from receiving a notice of concern unless Canada establishes a different deadline.

6.3.2 Supplemental General Conditions

4013 (2021-11-29) Supplemental General Conditions – Compliance with on-site measures, standing orders, policies and rules, apply to and form part of the Contract.

The Contractor must comply and ensure that its employees and subcontractors comply with all security measures, standing orders, policies or other rules in force at the site where the Work is performed.

4014 (2021-11-29) Supplemental General Conditions - Suspension of Work apply to and form part of the Contract.

1. The Contracting Authority may at any time, by written notice, order the Contractor to suspend or stop the Work or part of the Work under the Contract for a period of up to 180 days. The Contractor must immediately comply with any such order in a way that minimizes the cost of doing so. While such an order is in effect, the Contractor must not remove any part of the Work from any premises without first obtaining the written consent of the Contracting Authority. Within these 180 days, the Contracting Authority must either cancel the order or terminate the Contract, in whole or in part, under sections Default by the Contractor Termination for convenience of general conditions 2010A.
2. When an order is made under subsection 1, unless the Contracting Authority terminates the Contract by reason of default by the Contractor or the Contractor abandons the Contract, the Contractor will be entitled to be paid its additional costs incurred as a result of the suspension plus a fair and reasonable profit.
3. When an order made under subsection 1 is cancelled, the Contractor must resume work in accordance with the Contract as soon as practicable. If the suspension has affected the Contractor's ability to meet any delivery date under the Contract, the date for performing the part of the Work affected by the suspension will be extended for a period equal to the period of suspension plus a period, if any, that in the opinion of the Contracting Authority, following consultation with the Contractor, is necessary for the Contractor to resume the Work. Any equitable adjustments will be made as necessary to any affected conditions of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

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

6.4.2 Delivery and Installation Date

The desired date for delivery to Storage Facility is on or before March 31st, 2022. The products will then be delivered and installed per phase to C.D. Howe building (235 Queen Street, Ottawa, Ontario), to Place du Portage (PDP) (50 Victoria Street, Gatineau, Québec) and to Measurement Canada (MC) Building (151 Tunney's Pasture Driveway, Ottawa, Ontario) on dates specified at Annex B – Basis of Payment.

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

Standard Lead time is between 8-12 weeks for furniture delivery and installation.

6.4.3 Delivery Points

Delivery of the requirement will be made to delivery points specified at Annex B – Basis of Payment of the Contract.

Canada's Facilities to Accommodate the Delivery – CD Howe Building	
Loading Dock/Location	235 Queen Street, Ottawa, ON
Dock	Yes (240 Sparks Street)
Lift	Ramp
Door	78"H x 38"W
Freight Elevator	Available off loading dock

Canada's Facilities to Accommodate the Delivery – Place du Portage (PDP) Building	
Loading Dock/Location	50 Victoria Street, Gatineau, Québec
Dock	Yes
Lift	2 freight
Door	Yes
Freight Elevator	Available off loading dock

Canada's Facilities to Accommodate the Delivery – Measurements Canada (MC) Building	
Loading Dock/Location	151 Tunney's Pasture Driveway, Ottawa, Ontario
Dock	Yes
Lift	Scissor lift platform - 132" x 84"
Door	Loading dock door 120" x 90"
Freight Elevator	no freight, only scissor lift and passage elevator.
Other (specify, if any)	Elevators - 1 passenger elevator / 1 scissor lift to the basement. Elevator doors - 84" x 49"

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Daphné Ouimet
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Commercial and Consumer Products Directorate
Address: 140 O'Connor, Street, Ottawa, Ontario K1A 0R5

Telephone: 343-551-0104

E-mail address: Daphne.Ouimet@tpsgc-pwgsc.gc.ca

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

6.5.2 Project Authority

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

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Contractor's Representative

The Contractors Representative for the Contract is: *(to be completed by the bidder)*

Name: _____

Title: _____

Telephone: _____

E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

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

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

6.6.2 Limitation of Price

SACC Manual clause C6000C (2017-08-17) Limitation of Price

6.6.3 Method of Payment

SACC Manual clause H1001C (2008-05-12) Multiple Payment

6.6.4 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions.
2. Invoices must be distributed as follows:
 - a. The original must be forwarded to the following address for certification and payment.
_____ (to be completed at contract award)
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.8.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions [2010A \(2020-05-28\)](#) – General Conditions - Goods (Medium Complexity);
- (c) the supplemental General Conditions [4013 \(2021-11-29\)](#) – Compliance with on-site measures, standing orders, policies and rules;
- (d) the Supplemental General Conditions [4014 \(2021-11-29\)](#) - Suspension of Work;

- (e) Annex A - Statement of Requirement;
- (f) Annex B - Basis of Payment;
- (g) the Contractor's bid dated _____ (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award: “, as clarified on _____” or “, as amended on _____” and insert date(s) of clarification(s) or amendment(s).*

6.11 SACC Manual Clauses

SACC Manual clause [B7500C](#) (2006-06-16), Excess Goods
SACC Manual clause [A9068C](#) (2010-01-11), Government Site Regulations
SACC Manual clause [B4003T](#) (2011-05-16), Canadian General Standards Board – Standards
SACC Manual clause [B6802C](#) (2007-11-30), Government Property
SACC Manual clause [G1005C](#) (2016-01-28), Insurance - No Specific Requirement

6.12 Dispute Resolution

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".

6.13 Installation Services

Installation services must be provided for the products contracted. The minimum level of service required is detailed below. The Contractor must:

1. Receive, unload, store and transport all products/pieces to the staging and/or installation site;
2. Unpack all pieces and inspect products for shipping damage;
3. Install all products in accordance with the manufacturer's specifications;
4. Ensure all other products function properly and make minor adjustment/repairs;
5. Touch up all minor nicks and scratches on the product that may have occurred during installation;
6. Clean the products once installed;
7. Clean up the installation site. The site must present a neat, orderly and workmanlike appearance at all times. This must be accomplished by the removal of scrap material, debris and the like from the site, as frequently as is necessary, using a dumpster arranged for by the Contractor, and;
8. Upon completion of the installation and at the convenience of the Project Authority, the Contractor (or his authorized representative) must walk through the installation site with the Project Authority (or an authorized representative of the Project Authority) to verify the operation condition of all products in accordance with the Deficiency Procedures.

6.14 Post installation Procedures

The Contractor must adhere to the following Post installation procedures:

1. The Contractor must notify the Project Authority when the installation is completed;
2. The Project Authority must arrange for the inspection with the Contractor;
3. The inspection must take place no later than three business days after installation is completed;
4. If the contract is for a phased installation, the walk-through inspection must take place no later than three business days after the completion of each phase.

6.15 Deficiency Procedures

The Contractor must adhere to the following deficiency procedures:

1. The Contractor must notify the Project Authority when the installation is completed;
2. The Project Authority must arrange for the inspection with the Contractor;
3. The inspection must take place no later than three business days after installation is completed;
4. If the contract is for a phased installation, the walk-through inspection must take place no later than three business days after the completion of each phase;
5. The Project Authority, in consultation with the Contractor, must prepare the deficiency list documenting all problems in every installation area;
6. The deficiency list must be forwarded by the Project Authority to the Contractor;
7. Within three business days of receipt of this deficiency list, the Contractor must complete all minor deficiencies and make all adjustments not requiring new parts;
8. For all deficiencies other than those identified in point 7, the Contractor must submit the plan of action with delivery dates or comparison dates within fourteen calendar days from receipt of the deficiency list from the Project Authority and;
9. The Contractor must notify the Project Authority when all deficiencies have been completed. If the Project Authority is satisfied with the deficiency corrections, the Project Authority must provide the Contractor a final sign-off that the deficiencies have been satisfied.

ANNEX A

STATEMENT OF REQUIREMENT

1. BACKGROUND

The Corporate Facilities Branch of the Department of Innovation, Science and Economic Development Canada (ISED) wishes to acquire lockers.

As a result of the GC Workplace initiative, office space has been changed in innovative ways within the Government of Canada. Public servants now have access to a flexible work environment that combines office work and telecommuting. This was all the more reinforced following the effects of the Covid-19 pandemic.

ISED aims to modernize the workspaces by implementing an innovative and flexible work environment. To do this, new workstations assigned and not assigned to employees will be set up. Each of these workstations will have an assigned locker in a designated location.

The purpose of this request is to obtain lockers suitable for the GC Workplace in order to allow employees to properly store all their personal effects in a safe manner in their workplace.

Following a study conducted with several sectors and groups in relation to existing workspaces, it was determined that many of these will experience employee growth in the coming years to come. This is why modernizing the office space at the C.D. Howe building is essential in order to meet their physical needs. Based on the results of the study, ISED has a requirement to proceed with the supply, delivery and installation of "large" and "small" lockers.

2. SCOPE

This requirement is for the supply, delivery and installation of laminate lockers with digital numeric lock.

3. GENERAL REQUIREMENTS FOR THE LOCKERS

- a) The contractor is responsible for securing the workforce and providing the material and equipment necessary for the installation of the lockers as indicated in the plans and details provided
- b) The dimensions of the "large" lockers are 24 in. (610 mm) wide x 24 in. (610 mm) deep x 72 in. (1829 mm) high. For accepted tolerance refer to sections 6.4 and 6.5.
- c) The dimensions of the "small" locker are 12 in. (305 mm) wide x 24 in. (610 mm) deep x 72 in. (1829 mm) high. For accepted tolerance refer to sections 6.4 and 6.5.
- d) Floor plans will be provided before each installation in order to detail the installation environment

4. SUBMITTALS (To be provided by the Contractor after Contract Award)

4.1 PRODUCT DATA: The contractor must submit manufacturer's data sheets on each product to be used, including the following:

- a) Preparation instructions and recommendations
- b) Handling requirements and recommendations
- c) Installation methods

4.2 SHOP DRAWINGS: The contractor must submit manufacturer's shop drawings, indicating the following:

- a) Construction,
- b) Materials,
- c) Dimensions,
- d) Door frames,
- e) Doors,
- f) Handles,
- g) Locks,
- h) Ventilation system,
- i) Accessories,
- j) Finish,
- k) Lockers layout,
- l) Anchoring,
- m) End/back panels
- n) Installation details.

4.3 MAINTENANCE DATA: The contractor must provide door adjusting, repairing and replacing lockers doors and latching mechanisms.

4.4 VERIFICATION SAMPLES: The contractor must submit manufacturer's standard color samples.

4.5 WARRANTY: The contractor must submit manufacturer's standard warranty. Failures include, but are not limited to, the following:

- 4.5.1 Structural failures
- 4.5.2 Faulty operation of latches and other door hardware

5. QUALITY OF WORKMANSHIP

5.1 The assembled components must be uniform in quality, style, material and workmanship, and they must be clean and free from any defect which could affect their appearance, their serviceability and to their safety.

5.2 Lubricated components must be protected so that they do not accidentally come into contact with the user, his clothing or his documents. Wood-core surfaces must be of balanced construction to prevent warping.

5.3 Lockers must be level and stabilized to prevent swaying and risk of tipping. The floors will be covered with carpet tiles or vinyl. This will be communicated with the contractor during each phase of the installation.

- 5.4** Some of the "large" lockers must have the door hinge installed on the left and some must have the door hinge installed to the right. The exact quantity of left and right door hinge lockers will be provided once contract is awarded.
- 5.5** Some of the "small lockers must have the door hinge installed on the left and some must have the door hinge installed to the right. The exact quantity of left and right door hinge lockers will be provided once contract is awarded.
- 5.6** Fixed, moving or adjustable parts must be constructed in such a way that they will not loosen, accidentally remove or cause injury.

6. PRODUCT - DETAILS REQUIREMENTS FOR THE LOCKERS

All lockers must include and respect the following elements:

6.1 BODY, BOTTOM AND DOOR;

- 6.1.1 Be fabricated in premium grade particleboard, laminated with plastic high pressure laminate.
- 6.1.2 Edge banding strips same width as particleboard.
- 6.1.3 Matching face laminate.
- 6.1.4 Perforations routed through top of locker for ventilation as shown on elevation at Annexe A-1 – Lockers Specifications - Diagrams
- 6.1.5 No rough edges.

6.2 FINISHES;

Two color laminate finishes:

- Body and bottom must be in wood veneer imitation
- Door must be white (Formica White, Matte Finish, 949-58)

Final choice of colors for frames, doors and interior will be made once the contract has been awarded. Within ten business days of the contract award, the contractor will send the laminate samples to the Project authority for final selection. The Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s).

6.3 HINGES;

Heavy Duty, soft close or noise reducing bumpers, concealed hinges, fabricated to swing 120 degrees (3 hinges). Continuous Hinges may be provided if manufacturer's standards; steel continuous hinge.

6.4 LARGE LOCKER;

6.4.1 Height: 72 inches (1829 mm) (Tolerance of +/-1 inch (25 mm)).

6.4.2 Size: 24 inches (619 mm) wide by 24 inches (610 mm) (Tolerance of -1 inch (25 mm))

6.5 SMALL LOCKER;

6.5.1 Height: 72 inches (1829 mm) (Tolerance of +/-1 inch (25 mm)).

6.5.2 Size: 12 inches (305 mm) wide by 24 inches (610 mm) (Tolerance of -1 inch (25 mm))

6.6 SUPPORT

6.6.1 Have adjustable levelers

6.6.2 Be self-supporting

6.7 INTERIOR EQUIPEMENT;

6.7.1 Large lockers

6.7.1.1 Shelves

6.7.1.1.1 One (1) fixed shelf installed 60 inches (1524 mm) (+/- 1") from bottom.

6.7.1.1.2 Two (2) adjustable shelves adjustable between one to two inch increments starting at 12 inches (305 mm) up to 40 inches (1016 mm) (+/- 1") from the bottom.

6.7.1.2 Coat Hangers

6.7.1.2.1 Two (2) single-prong wall coat hooks. Finish: zinc-plated or comparable rust-retardant treatment installed at 42 inches (1067 mm) (+/- 1") from bottom.

6.7.1.2.2 Steel rod stock with ball points for snag-free use installed at 58 inches (1473 mm) (+/- 1") from bottom.

6.7.1.3 Boot tray

6.7.1.3.1 One (1) removable plastic boot tray (size to suit – and cover entire bottom of locker))

6.7.2 Small lockers

6.7.2.1 Shelves

6.7.2.1.1 One (1) fixed shelf installed 60 inches (1524 mm) (+/- 1") from bottom.

- 6.7.2.1.2 One (1) adjustable shelf adjustable between one to two inch increments starting at 12 inches (305 mm) up to 40 inches (1016 mm) (+/- 1") from the bottom.

6.7.2.2 Coat Hangers

- 6.7.2.2.1 Two (2) single-prong wall coat hooks. Finish: zinc-plated or comparable rust-retardant treatment installed at 42 inches (1067 mm) (+/- 1") from bottom.
- 6.7.2.2.2 One (1) steel rod stock with ball points for snag-free use installed at 58 inches (1473 mm) from bottom.

6.7.2.3 Boot tray

- 6.7.2.3.1 One (1) removable plastic boot tray (size to suit – and cover entire bottom of locker)

6.8 ASSEMBLY

Contractor must take into account the quantities indicated by zone.

6.9 FILLERS;

When applicable

- 6.9.1 Provide 2 inches (51 mm) filler where bank of lockers are installed against a wall (refer to drawings).
- 6.9.2 Provide a 2 inches (51 mm) 90 degrees corner piece filler when bank of lockers are installed perpendicular from each other (refer to drawings).

6.10 LOCK SYSTEMS;

- 6.10.1 Operation of the lock mechanism through a numeric keyboard with a minimum programming of four (4) digits.
- 6.10.2 Be operable with one hand.
- 6.10.3 Provide four (4) sets of Management and programming control keys.
- 6.10.4 Powered by long duration non-rechargeable batteries standard type.
- 6.10.5 Construction of casing in hardened steel.

6.11 HANDLE;

- 6.11.1 Must be integrated into locking device, but must be protruding and be accessible to facilitate grip (no pull and twist); have round edges. Refer to drawing for location.

OR

- 6.11.2 Must be separated from locking device, but handle must be at least 6 inches (152 mm) high, protruding from lockers to facilitate grip (no pull and twist), have round

edge, dark metal finish, be installed vertically under digital lock. Refer to drawings for details.

- 6.11.3 Contractor must provide mechanism specification of type of handle once contract is awarded to Project Authority in order to ensure accessibility requirements are met.

6.12 VENTILATION

Must have a ventilation outlet on top surface. Refer to drawings for details.

7. EXECUTION

Execution services must be provided for the products contracted. The minimum level of service required is detailed below. The Contractor must:

7.1 STORAGE

Store materials in clean, dry area indoors in accordance with manufacturer's instructions and protect materials and finish during handling and installation to prevent damage.

7.2 DELIVERY

- 7.2.1 Delivery of goods will be done in two stages.

Stage 1: To be delivered to ISED warehouse (Storage Facility) before March 31st, 2022. The location of the warehouse will be determined once contract awarded and will be no further than 40 km radius from 235 Queen St, Ottawa.

Stage 2A: From ISED warehouse to C.D. Howe building (235 Queen St, Ottawa) by **ten (15) phases**. Refer to Annex B - Basis of Payment for delivery schedule and quantity.

Stage 2B: From ISED warehouse to Place du Portage (PDP) (50 Victoria Street, Gatineau, Québec) by **one (1) phase**. Refer to Annex B - Basis of Payment for delivery schedule and quantity.

Stage 2B: From ISED warehouse to Measurement Canada (MC) Building (151 Tunney's Pasture Driveway, Ottawa, Ontario) by **one (1) phase**. Refer to Annex B - Basis of Payment for delivery schedule and quantity.

- 7.2.2 Communicate with the site contact provided by the Project Authority before proceeding with the delivery of every phases in order to arrange a date and time for each phase.

- 7.2.3 Deliver master and control keys to Project Authority.

- 7.2.4 Inspect lockers with the Project Authority upon receipt for visible damage. Further inspection if necessary for hidden damage.

7.3 INSTALLATION

- 7.3.1 Install lockers and accessories at locations shown and in accordance with manufacturer's instructions
- 7.3.2 Install lockers plumb, level, square, rigid, with flush installation
- 7.3.3 Fasten adjoining locker units together to provide rigid installation. Fasteners to be located either at the bottom or top of lockers bank (out of sight)
- 7.3.4 Fillers: Install laminate fillers using concealed fasteners (where applicable)
- 7.3.5 Joints: Provide flush hairline joints against adjacent surfaces.

7.4 ADJUSTING

- 7.4.1 Adjust lockers for correct function and operation in accordance with manufacturer's written instructions.
- 7.4.2 Lubricate moving parts to operate smoothly and fit accurately.

7.5 CLEANING

- 7.5.1 Leave work area clean at the end of each day.
- 7.5.2 Final Cleaning: Upon completion, remove surplus materials, rubbish, tools and equipment.
- 7.5.3 Touch-up factory-finish and repair or replace damaged products before Substantial Completion.
- 7.5.4 Remove and replace defective or damaged components that cannot be successfully repaired as determined by the client.
- 7.5.5 Clean surfaces promptly after installation in accordance with manufacturer's instructions. Do not use harsh cleaning materials or methods that could damage finish.

7.6 PROTECTION

- 7.6.1 Protect installed products and components from damage during construction.
- 7.6.2 Repair damage to adjacent materials caused by locker installation.

8. TERMINOLOGY

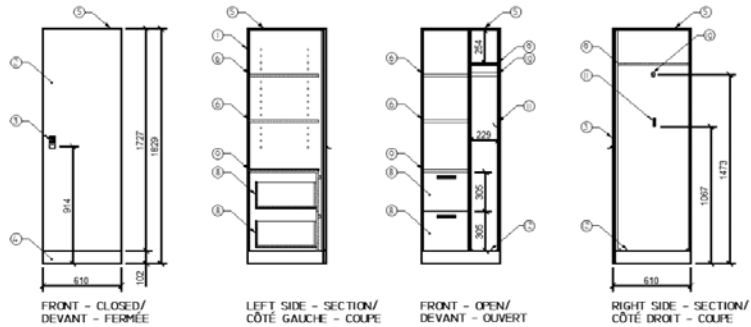
- a) Regular hours of work mean 8:00 a.m. to 5:00 p.m., Monday to Friday, excluding federal government holidays.
- b) After working hours means:

-
- Between 5 p.m. and 8 a.m., Monday to Friday, except federal government holidays;
 - 24 hours a day during federal government holidays;
 - 24 hours a day during Saturday and Sunday.

Annex A-1 LOCKERS SPECIFICATIONS – DIAGRAMS

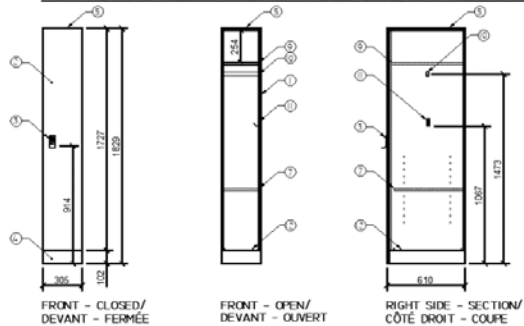
Alternative with handle integrated with locking device

LARGE LOCKER - RIGHT HINGES / GRAND CASIER - CHARNIÈRES À DROITE

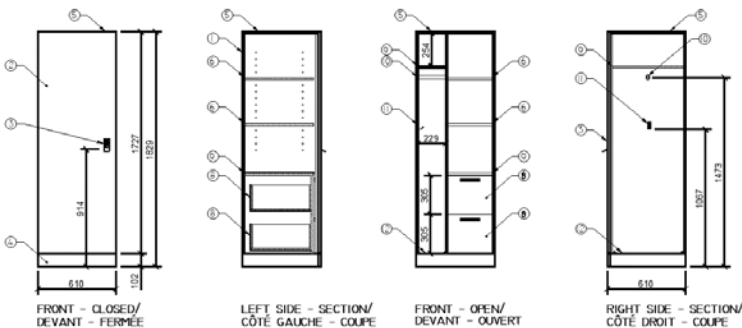


- ① LAMINATE FRAME/CADRE LAMINÉ
- ② LAMINATE DOOR/PORTE LAMINÉE
- ③ DIGITAL LOCK WITH INTEGRATED LOCKER PULLER/ SERRURE DIGITALE AVEC POIGNÉE INTÉGRÉE
- ④ LAMINATED BASE/BASE LAMINÉE
- ⑤ AIR VENT/BOUCHE DE VENTILATION
- ⑥ LAMINATED SHELF ADJUSTABLE B/W 900MM AND 1600MM FROM THE GROUND/ TABLETTE LAMINÉE AJUSTABLE ENTRE 900MM ET 1600MM À PARTIR DU SOL
- ⑦ LAMINATED SHELF ADJUSTABLE B/W 305MM AND 914MM FROM THE GROUND/ TABLETTE LAMINÉE AJUSTABLE ENTRE 305MM ET 914MM À PARTIR DU SOL
- ⑧ FILING DRAWER WITH U HANDLE/ TIROIR DE CLASSEMENT AVEC POIGNÉE EN U
- ⑨ FIXED LAMINATED SHELF/TABLETTE LAMINÉE FIXE
- ⑩ METAL ROD WITH 2 HANGERS/ TRINGLE MÉTALLIQUE AVEC 2 CINTRES
- ⑪ METAL HOOK/CROCHET MÉTALLIQUE
- ⑫ BOTTOM W/BOOT TRAY/FOND DE PLASTIQUE

SMALL LOCKER - RIGHT HINGES / PETIT CASIER - CHARNIÈRES À DROITE

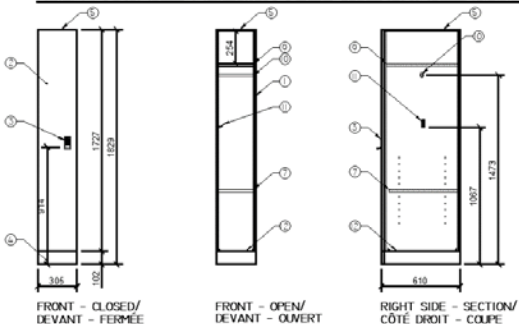


LARGE LOCKER - LEFT HINGES / GRAND CASIER - CHARNIÈRES À GAUCHE



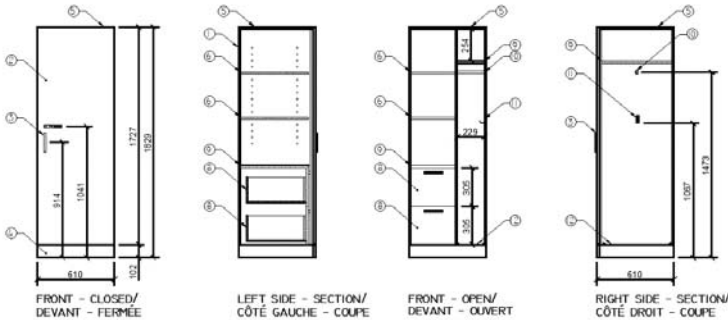
- ① LAMINATE FRAME/CADRE LAMINÉ
- ② LAMINATE DOOR/PORTE LAMINÉE
- ③ DIGITAL LOCK WITH INTEGRATED LOCKER PULLER/ SERRURE DIGITALE AVEC POIGNÉE INTÉGRÉE
- ④ LAMINATED BASE/BASE LAMINÉE
- ⑤ AIR VENT/BOUCHE DE VENTILATION
- ⑥ LAMINATED SHELF ADJUSTABLE B/W 900MM AND 1600MM FROM THE GROUND/ TABLETTE LAMINÉE AJUSTABLE ENTRE 900MM ET 1600MM À PARTIR DU SOL
- ⑦ LAMINATED SHELF ADJUSTABLE B/W 305MM AND 914MM FROM THE GROUND/ TABLETTE LAMINÉE AJUSTABLE ENTRE 305MM ET 914MM À PARTIR DU SOL
- ⑧ FILING DRAWER WITH U HANDLE/ TIROIR DE CLASSEMENT AVEC POIGNÉE EN U
- ⑨ FIXED LAMINATED SHELF/TABLETTE LAMINÉE FIXE
- ⑩ METAL ROD WITH 2 HANGERS/ TRINGLE MÉTALLIQUE AVEC 2 CINTRES
- ⑪ METAL HOOK/CROCHET MÉTALLIQUE
- ⑫ BOTTOM W/BOOT TRAY/FOND DE PLASTIQUE

SMALL LOCKER - LEFT HINGES / PETIT CASIER - CHARNIÈRES À GAUCHE



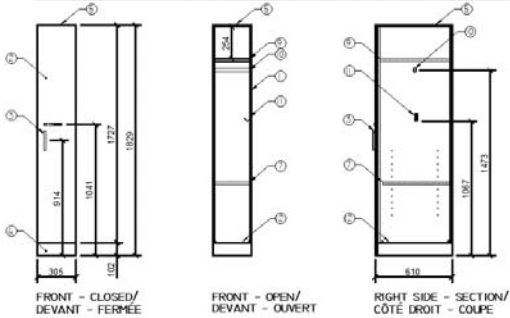
Alternative with handle and lock separated

LARGE LOCKER - RIGHT HINGES / GRAND CASIER - CHARNIÈRES À DROITE

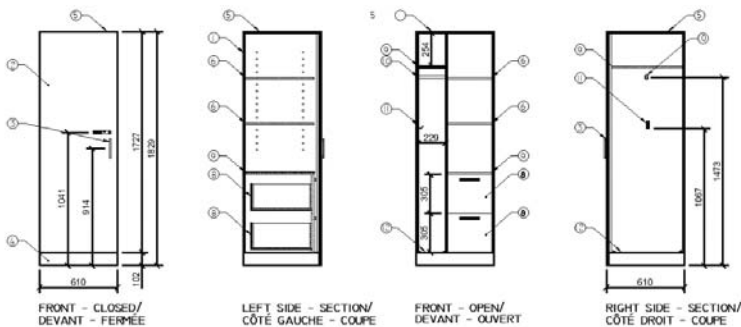


- ① LAMINATE FRAME/CADRE LAMINÉ
- ② LAMINATE DOOR/PORTE LAMINÉE
- ③ DIGITAL LOCK AND 6" U-SHAPED HANDLE/
SERRURE DIGITALE ET POIGNÉE DE 6" EN U
- ④ LAMINATED BASE/BASE LAMINÉE
- ⑤ AIR VENT/BOUCHE DE VENTILATION
- ⑥ LAMINATED SHELF ADJUSTABLE B/W 900MM AND 1600MM FROM THE GROUND/
TABLETTE LAMINÉE AJUSTABLE ENTRE 900MM ET 1600MM À PARTIR DU SOL
- ⑦ LAMINATED SHELF ADJUSTABLE B/W 305MM AND 914MM FROM THE GROUND/
TABLETTE LAMINÉE AJUSTABLE ENTRE 305MM ET 914MM À PARTIR DU SOL
- ⑧ FILING DRAWER WITH U HANDLE/
TIROIR DE CLASSEMENT AVEC POIGNÉE EN U
- ⑨ FIXED LAMINATED SHELF/TABLETTE LAMINÉE FIXE
- ⑩ METAL ROD WITH 2 HANGERS/
TRINGLE MÉTALLIQUE AVEC 2 CINTRES
- ⑪ METAL HOOK/CROCHET MÉTALLIQUE
- ⑫ BOTTOM W/BOOT TRAY/FOND DE PLASTIQUE

SMALL LOCKER - RIGHT HINGES / PETIT CASIER - CHARNIÈRES À DROITE

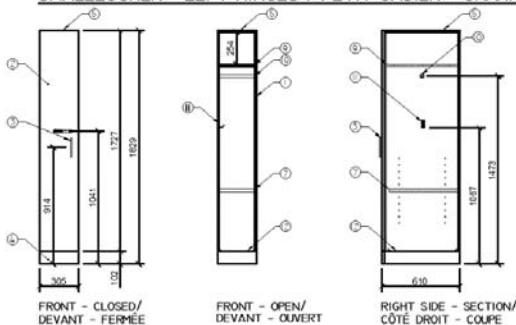


LARGE LOCKER - LEFT HINGES / GRAND CASIER - CHARNIÈRES À GAUCHE



- ① LAMINATE FRAME/CADRE LAMINÉ
- ② LAMINATE DOOR/PORTE LAMINÉE
- ③ DIGITAL LOCK AND 6" U-SHAPED HANDLE/
SERRURE DIGITALE ET POIGNÉE DE 6" EN U
- ④ LAMINATED BASE/BASE LAMINÉE
- ⑤ AIR VENT/BOUCHE DE VENTILATION
- ⑥ LAMINATED SHELF ADJUSTABLE B/W 900MM AND 1600MM FROM THE GROUND/
TABLETTE LAMINÉE AJUSTABLE ENTRE 900MM ET 1600MM À PARTIR DU SOL
- ⑦ LAMINATED SHELF ADJUSTABLE B/W 305MM AND 914MM FROM THE GROUND/
TABLETTE LAMINÉE AJUSTABLE ENTRE 305MM ET 914MM À PARTIR DU SOL
- ⑧ FILING DRAWER WITH U HANDLE/
TIROIR DE CLASSEMENT AVEC POIGNÉE EN U
- ⑨ FIXED LAMINATED SHELF/TABLETTE LAMINÉE FIXE
- ⑩ METAL ROD WITH 2 HANGERS/
TRINGLE MÉTALLIQUE AVEC 2 CINTRES
- ⑪ METAL HOOK/CROCHET MÉTALLIQUE
- ⑫ BOTTOM W/BOOT TRAY/FOND DE PLASTIQUE

SMALL LOCKER - LEFT HINGES / PETIT CASIER - CHARNIÈRES À GAUCHE



ANNEX B

BASIS OF PAYMENT

Table 1 – Products Table

Item	Product	Qty	Proposed Product	Firm unit price	Extended total (Quantity by unit price)
1	Large Lockers	45	Part Number: _____ Manufacturer: _____ Series and Model: _____	\$	\$
2	Small Lockers	1564	Part Number: _____ Manufacturer: _____ Series and Model: _____	\$	\$
Firm Product Total					\$

Table 2 – Delivery Table

Delivery table						
Phase	Desired Date	Qty Large Lockers	Qty Small Lockers	Location	Normal Hours or Outside Normal Hours	Firm Price
STAGE 1						
Delivery of all products on or Before March 25 th , 2022 to a storage facility - Address within 40km of 235 Queen Street, Ottawa, Ontario to be determined						
N/A	March 25 th , 2022	45	1564	Storage Facility	Normal	\$
STAGE 2A - to C.D. Howe building						
Delivery per phase from Storage Facility to 235 Queen Street, Ottawa, Ontario						
*Dates are subject to change						
Phase 1	April 13 th , 2022	0	30	11 th floor, East Tower	Normal	\$
Phase 2	April 13 th , 2022	0	24	7 th floor, East Tower	Normal	\$
Phase 3	April 14 th , 2022	0	102	1 st floor, East Tower	Normal	\$
Phase 4	April 18 th , 2022	0	18	7 th floor, West Tower	Normal	\$
Phase 5	May 5 th – 6 th , 2022	0	110	1 st floor, West Tower (Phase 1C)	Normal	\$
Phase 6	May 19 th – 20 th , 2022	0	82	5 th floor, West Tower (Phase 5A)	Normal	\$
Phase 7	May 19 th – 20 th , 2022	0	166	6 th floor, East Tower (Phase 6A)	Normal	\$
Phase 8	July 21 st – 22 nd , 2022	3	106	1 st floor, West Tower (Phase 1D)	Normal	\$
Phase 9	August 4 th – 5 th , 2022	0	91	5 th floor, West Tower (Phase 5B)	Normal	\$
Phase 10	September 8 th – 9 th , 2022	0	135	6 th floor, East Tower (Phase 6B)	Normal	\$
Phase 11	September 22 nd – 23 rd , 2022	22	41	1 st floor, West Tower (Phase 1E)	Normal	\$
Phase 12	October 27 th – 28 th , 2022	0	148	8 th floor, East Tower (Phase 8A)	Normal	\$

Phase 13	January 9 th , 2023	0	80	2 nd floor, East Tower	Normal	\$
Phase 14	January 11 th – 13 th , 2023	20	200	2 nd floor, East Tower	Normal	\$
Phase 15	March 2 nd – 3 rd , 2023	0	165	8 th floor, East Tower (Phase 8B)	Normal	\$
STAGE 2B – to PDP Delivery per phase from Storage Facility to 50 Victoria Street, Gatineau, Québec *Dates are subject to change						
Phase 1	April 20 th , 2022	0	42	Multiple Floors	Normal	\$
STAGE 2C – to MC Building Delivery per phase from Storage Facility to 151 Tunney's Pasture Driveway, Ottawa, Ontario *Dates are subject to change						
Phase 1	April 22 nd , 2022	0	24	2 nd floor	Normal	\$
Firm Delivery Total						\$

Table 3 – Installation Table

Installation table						
Phase	Desired Date *Dates are subject to change	Qty Large Lockers	Qty Small Lockers	Location	Normal Hours or Outside Normal Hours	Firm Price
C.D. Howe building 235 Queen Street, Ottawa, Ontario						
Phase 1	April 13 th , 2022	0	30	11 th floor, East Tower	Normal	\$
Phase 2	April 13 th , 2022	0	24	7 th floor, East Tower	Normal	\$
Phase 3	April 14 th , 2022	0	102	1 st floor, East Tower	Normal	\$
Phase 4	April 18 th , 2022	0	18	7 th floor, West Tower	Normal	\$
Phase 5	May 5 th – 6 th , 2022	0	110	1 st floor, West Tower (Phase 1C)	Normal	\$
Phase 6	May 19 th – 20 th , 2022	0	82	5 th floor, West Tower (Phase 5A)	Normal	\$
Phase 7	May 19 th – 20 th , 2022	0	166	6 th floor, East Tower (Phase 6A)	Normal	\$
Phase 8	July 21 st – 22 nd , 2022	3	106	1 st floor, West Tower (Phase 1D)	Normal	\$
Phase 9	August 4 th – 5 th , 2022	0	91	5 th floor, West Tower (Phase 5B)	Normal	\$
Phase 10	September 8 th – 9 th , 2022	0	135	6 th floor, East Tower (Phase 6B)	Normal	\$
Phase 11	September 22 nd – 23 rd , 2022	22	41	1 st floor, West Tower (Phase 1E)	Normal	\$
Phase 12	October 27 th – 28 th , 2022	0	148	8 th floor, East Tower (Phase 8A)	Normal	\$
Phase 13	January 9 th , 2023	0	80	2 nd floor, East Tower	Normal	\$
Phase 14	January 11 th – 13 th , 2023	20	200	2 nd floor, East Tower	Normal	\$

Phase 15	March 2 nd – 3 rd , 2023	0	165	8 th floor, East Tower (Phase 8B)	Normal	\$
PDP Building 50 Victoria Street, Gatineau, Québec						
Phase 1	April 20 th , 2022	0	42	Multiple Floors	Normal	\$
MC Building 151 Tunney's Pasture Driveway, Ottawa, Ontario						
Phase 1	April 22 nd , 2022	0	24	2 nd floor	Normal	\$
Firm Installation Total						\$

Table 4 – Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder)

Firm Product Total (Table 1)	\$
Firm Delivery Total (Table 2)	\$
Firm Installation Total (Table 3)	\$
*Total Evaluated (Bid) Price -	\$
Applicable Taxes	\$
Total Estimated Cost	\$

***For evaluation purposes. Applicable taxes extra**

Table 5 – Bidder's Authorized Representative

Bidder's Authorized Representative for the Bid and the Contract	
Name and Title:	Telephone:
	E-Mail:
	PBN#:
	Ariba#:

ANNEX 1 to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument(s):

- ☐ VISA Acquisition Card;
- ☐ MasterCard Acquisition Card;
- ☐ Direct Deposit (Domestic and International);
- ☐ Electronic Data Interchange (EDI);

ANNEX 1 to PART 5 OF THE BID SOLICITATION

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\)-Labour's](#) website.

Date: _____ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Bidder certifies having no work force in Canada.
- ☐ A2. The Bidder certifies being a public sector employer.
- ☐ A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- ☐ A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

- ☐ A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

OR

- ☐ A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity](#) (LAB1168) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- ☐ B1. The Bidder is not a Joint Venture.

OR

- ☐ B2. The Bidder is a Joint Venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)