



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

See Section 2.2  
Voir Section 2.2

**STANDARD REQUEST FOR BID  
INVITATION À SOUMISSIONNER - 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-120001/G.**

**Le soumissionnaire offre de fournir au Canada les biens, services ou les deux énumérés dans la demande de soumissions aux conditions prévues dans la demande de soumissions et aux prix indiqués dans la soumission.**

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

Solicitation No. - N° de la demande :	Amendment No. - N° de modification
1000237852	

Solicitation closes – La demande prend fin :	File No. - N° de dossier
at – à <b>2022-02-04</b>	1000237852
on – le <b>2 :00pm EST</b>	
See Section 2.3 Voir Section 2.3	

No of Pages/ N° de pages	42
-----------------------------	----

Date of Solicitation – Date de la demande <b>2021-01-20</b>
Address inquiries to – Adresser toute demande de renseignement à :  <b>See Section 6, Article 6.5.1. Voir Section 6, Article 6.5.1</b>
Destination  <b>See Annex B Voir Annexe B</b>

**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.

**Instructions:**

**Les taxes municipales ne s'appliquent pas.**

Sauf indication contraire dans la demande de soumissions, tous les prix indiqués doivent être des prix nets, en dollars canadiens, comprenant les droits de douane canadiens, la taxe d'accise et doivent être FAB, y compris tous frais de livraison à la (aux) destination(s) indiqué(s). Le montant des taxes applicables doit apparaître séparément.

Supplier Name and Address – Nom et adresse du fournisseur
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur
Name and title of person authorized to sign on behalf of supplier (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'impression)
Signature : _____ Date : _____

**March 2021 Medium Complexity Bid Solicitation and Resulting Contract Template (MC) for  
Office Seating**

**TABLE OF CONTENTS**

<b>PART 1 - GENERAL INFORMATION .....</b>	<b>4</b>
1.1 SECURITY REQUIREMENTS .....	4
1.2 REQUIREMENT .....	4
1.3 GENERAL OR PROCUREMENT STRATEGY FOR ABORIGINAL BUSINESS (PSAB).....	4
1.4 CANADIAN CONTENT .....	5
DELETED (N/A).....	5
1.5 DEBRIEFINGS .....	5
1.6 NATIONAL SECURITY EXCEPTION .....	5
DELETED (N/A).....	5
1.7 EPOST CONNECT SERVICE .....	5
DELETED (N/A).....	5
<b>PART 2 - BIDDER INSTRUCTIONS .....</b>	<b>6</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	6
2.2 SUBMISSION OF BIDS.....	6
2.3 ENQUIRIES - BID SOLICITATION.....	6
2.4 BID CHALLENGE AND RECOURSE MECHANISMS.....	7
<b>PART 3 - BID PREPARATION INSTRUCTIONS.....</b>	<b>8</b>
3.1 BID PREPARATION INSTRUCTIONS .....	8
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION .....</b>	<b>9</b>
4.1 EVALUATION PROCEDURES.....	9
4.2 BASIS OF SELECTION.....	9
<b>PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION .....</b>	<b>10</b>
5.1 CERTIFICATIONS REQUIRED WITH THE BID.....	10
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION .....	10
<b>PART 6 - RESULTING CONTRACT CLAUSES .....</b>	<b>12</b>
6.1 SECURITY REQUIREMENTS .....	12
6.2 REQUIREMENT .....	12
6.3 STANDARD CLAUSES AND CONDITIONS.....	12
6.4 TERM OF CONTRACT .....	13
6.5 AUTHORITIES .....	14
6.6 PAYMENT .....	15
6.7 INVOICING INSTRUCTIONS .....	15
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION.....	16
6.9 APPLICABLE LAWS.....	16
6.10 PRIORITY OF DOCUMENTS .....	16
6.11 ACCESS TO FACILITIES AND EQUIPMENT .....	16
6.12 CANADA’S FACILITIES TO ACCOMMODATE THE DELIVERY .....	17
6.13 STANDARD FINISHES.....	17
6.14 SACC MANUAL CLAUSES.....	17
<b>ANNEX A .....</b>	<b>18</b>
REQUIREMENT.....	18

**ANNEX B** ..... **30**  
BASIS OF PAYMENT ..... **ERROR! BOOKMARK NOT DEFINED.**  
**ANNEX C** ..... **36**  
ADDITIONAL SPECIFICATIONS, CERTIFICATIONS FOR NSA PRODUCT(S) ..... **36**  
**ANNEX D, SECURITY REQUIREMENTS CHECKLIST**..... **37**

## PART 1 - GENERAL INFORMATION

### 1.1 Security Requirements

There is security associated with this requirement.

1. The conditions in this article must be met by the Bidder (the checked box applies):
    - at the date of bid closing.
    - before award of a contract.
  - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
  - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses; and
  - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.
2. 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.
  3. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

### 1.2 Requirement

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

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

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

This requirement is a:

General Stream Procurement

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

PSAB Stream Procurement

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

**1.4 Canadian Content**

Deleted (N/A)

**1.5 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.

**1.6 National Security Exception**

Deleted (N/A)

**1.7 epost Connect service**

Deleted (N/A)

## PART 2 - BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

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

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

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

Delete: 60 days  
Insert: 120 days

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

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

### 2.2 Submission of Bids

Bids must be submitted only to the following email address: [christian.belanger@hc-sc.gc.ca](mailto:christian.belanger@hc-sc.gc.ca)

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

### 2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **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 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**

- Canada requests that bidders submit their bid electronically in a **single email** (no emails with links to documents/data stored on the website(s) will be accepted):

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

Section I: Technical Bid  
Section II: Financial Bid  
Section III: Certifications and Additional Information

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

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

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

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

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

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

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

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

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

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

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

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

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Evaluation Criteria

Mandatory Technical Criteria (MTC)		
Criteria #		MET/ NOT MET & COMMENTS
<b>MTC 1</b>	<p>The Bidder must provide a line drawing and/or a 3-D with dimensions of product "A1" as described at Annex A of this solicitation.</p> <p>To demonstrate compliance with MTC 1, the Bidder must submit a drawing and/or 3-D of product "A1" that substantiates, at a minimum:</p> <ul style="list-style-type: none"> <li>- Depth</li> <li>- Width</li> <li>- Height</li> </ul>	
<b>MTC 2</b>	<p>The Bidder must offer products that have successfully passed all the testing as detailed in Annex A of the Office Seating Supply Arrangement E60PQ-120001</p> <p>To demonstrate compliance with MTC 2, the Bidder must submit a copy of the test report that confirms compliance for <b>stability</b> for product "A1" - "A9". At a minimum, the test report must substantiate the following:</p> <ul style="list-style-type: none"> <li>- Name and address of lab</li> <li>- Date of report</li> <li>- Description of the test item</li> <li>- Test Results (compliant)</li> </ul> <p>Worst Case Condition: as defined in ANSI/BIFMA, worst case condition testing is acceptable and clarification may be requested if not provided with the bid.</p>	

#### 4.1.2 Financial Evaluation

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

### 4.2 Basis of Selection

SACC Manual clause [A0031T](#) (2010-08-16) Mandatory Technical Criteria

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

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

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

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

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

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

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

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

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

#### **5.1.2 Product Conformance**

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

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

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

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

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

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

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

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

## **5.2.2 Additional Certifications Precedent to Contract Award**

### **5.2.2.1 Price Certification**

This certification applies to Competitive and Non-Competitive Requirements when the Total Evaluated Bid Price is \$50,000.00 or more and the bid is the only responsive bid.

a. Price Certification – Canadian-based Suppliers (other than Agency and Resale Outlets)

The Bidder certifies that the price proposed

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

b. Price Certification – Canadian Agency and Resale Outlets

The Bidder certifies that the price proposed

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

## PART 6 - RESULTING CONTRACT CLAUSES

*Delete this title and the following sentence at contract award*

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 The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply to and form part of the Contract:

#### Public Works and Government Services Canada (PWGSC) file # Common professional services security requirement check list #2

1. The contractor/offeror must, at all times during the performance of the contract/standing offer, hold a valid designated organization screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC)
2. The contractor/offeror personnel requiring access to sensitive work site(s) must **each** hold a valid **reliability status**, granted or approved by the CSP, PWGSC
3. Subcontracts which contain security requirements are **not** to be awarded without the prior written permission of the CSP, PWGSC
4. The contractor/offeror must comply with the provisions of the:
  - a. Security Requirements Check List and security guide (if applicable), attached at Annex
  - b. Contract Security Manual (latest edition)

### 6.2 Requirement

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

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

6.2.2 This requirement is a

General Stream

PSAB Stream

### 6.3 Standard Clauses and Conditions

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

### 6.3.1 General Conditions

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

Section 09 - Warranty, is amended as follows:

At Sub-section 1.

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

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

At Sub-section 2.

Deleted: In its entirety

Inserted: as follows:

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

All other provisions of the warranty section remain in effect.

Section 16 - Interest on Overdue Accounts

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

### 6.4 Term of Contract

#### 6.4.1 Period of the Contract

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

#### 6.4.2 Option to Extend the Contract

Deleted (N/A)

#### 6.4.3 Delivery Date

All deliverables must be received no later than **2022-03-31**

#### 6.4.4 Shipping Instructions

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

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

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

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

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

### **6.5 Authorities**

#### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Christian Bélanger  
Title: Procurement and Contracting Officer  
Department: HC/MAMD  
Address: 200 Eglantine Driveway  
Ottawa, ON K1A 0K9  
Telephone: 613 697-0681  
E-mail address: [Christian.belanger@hc-sc.gc.ca](mailto:Christian.belanger@hc-sc.gc.ca)

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

#### **6.5.2 Project Authority**

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

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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

In addition, the PA is also responsible for ensuring that the Supplier's employees and subcontractors requiring access to the site adhere to the allocated time for the Supplier to access the site to deliver and install the furniture in accordance with the master schedule held by the General Contractor (a representative of Canada or a service provider(s) under contract with the Government of Canada).

### 6.5.3 Contractor's Representative

The Contractors Representative for the Contract is: *(to be completed at contract award)*

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

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

Telephone: \_\_\_\_\_

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

## 6.6 Payment

### 6.6.1 Basis of Payment

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

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

### 6.6.2 Method of Payment

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

### 6.6.3 SACC Manual Clauses

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

### 6.6.4 Electronic Payment of Invoices – Contract

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

## 6.7 Invoicing Instructions

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

Invoices must be distributed as follows:

- a. One (1) copy must be forwarded to the Project 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**

Deleted (N/A)

### **6.8.3 SACC Manual Clauses**

Deleted (N/A)

## **6.9 Applicable Laws**

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

## **6.10 Priority of Documents**

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

- (a) the Articles of Agreement of the SA E60PQ-120001;
- (b) the Articles of this Agreement;
- (c) the general conditions 2010A (2021-12-02) – General Conditions: Goods (Medium Complexity);
- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Additional Specifications and Certifications for NSA Products;
- (g) Annex D, Security Requirement (*if applicable*); and
- (h) 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 Access to Facilities and Equipment**

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

## **COVID-19 Vaccination Policy for Supplier Personnel**

This requirement is subject to the COVID-19 Vaccination Policy for Supplier Personnel. Failure to complete and provide the COVID-19 Vaccination Requirement Certification (Annex E) as part of the bid will render the bid non-responsive.

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

The Supplier's employees and subcontractors requiring access to the site must adhere to the health and safety plans established for the site, in addition to any laws in effect in the jurisdiction where the work is being performed.

During the period of the contract, a representative of Canada or a service provider(s) under contract with the Government of Canada may request the list of employees and subcontractors requiring access to the site to perform the work and their security statuses. Information must be provided in the timeframe prescribed in order to ensure that the supply, delivery and installation of the furniture aligns with the master schedule

## **6.13 Standard finishes**

The Identified User (IU) will consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.

Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.

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

## **6.14 SACC Manual Clauses**

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

**ANNEX A**  
**REQUIREMENT**

**Table A1: Rotary Chair, for Vancouver**



<b>CHAIR TYPE</b>	<b>QTY: 10</b>
<input checked="" type="checkbox"/> Rotary Chair (up to 275 lbs) <input type="checkbox"/> Rotary Chair large occupant (up to 400 lbs) <input type="checkbox"/> Rotary Stool with backrest	

**IMPORTANT:**

Canada may request additional information to confirm criteria prior to contract award within a time period specified by the Identified User (IU). Suppliers must provide products that are compliant to the selected "■" Requirement Choices

Criteria <i>Instructions</i>		Requirement Choices	
<b>A</b>	<b>Headrest</b> <i>choose only 1</i>	<input type="checkbox"/> Yes – Adjustable and Removable (if applicable, indicate type of adjustment in additional criteria below) Recommended with Standard Back Height <input checked="" type="checkbox"/> No	
<b>B</b>	<b>Backrest Height</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> Standard = height between 450 mm (17.7 in.) to 660 mm (26.0 in.) <input type="checkbox"/> High = height greater than 660 mm (26.0 in.) <input type="checkbox"/> No preference = minimum height of 450mm (17.0 in.)	
	<b>Backrest Profile</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> No preference (It is recommended to select "no preference" as profiles do not affect functionality of chair). <input type="checkbox"/> Other = _____	
<b>C</b>	<b>Lumbar Support</b> <i>choose ALL that are acceptable</i>	<u>Adjustable</u> <input checked="" type="checkbox"/> Up/Down = min. 50 mm (2.0 in.) height adjustment between 150mm (5.9 in.) to 250 mm (9.8 in.) <input type="checkbox"/> Other = _____	
		<input type="checkbox"/> Fixed = between 150 mm (5.9 in.) to 250 mm (9.8 in.) above seat	
<b>D</b>	<b>Armrests</b> <i>choose ALL that are acceptable</i>	<u>Adjustable</u> <input checked="" type="checkbox"/> Height adjustable = min. 63 mm (2.5 in.) adjustment between 176 mm (6.9 in.) to 289 mm (11.4 in.) <input checked="" type="checkbox"/> Width adjustable = within the range of 443 mm (17.0 in.) to 493 mm (19.4 in.) <input checked="" type="checkbox"/> Pivot adjustable = min. 20 degrees inward and min. 10 degrees outward	
		<input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)	
		<input type="checkbox"/> None	
<b>E</b>	<b>Seat Depth</b> <i>choose ALL that are acceptable</i>	<input checked="" type="checkbox"/> Adjustable = min. 50 mm (2.0 in.) adjustment within the range 420 mm (16.5 in.) to 460 mm (18.1 in.)	
		<input type="checkbox"/> Fixed <table border="0" style="margin-left: 20px;"> <tr> <td><input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)</td> </tr> <tr> <td><input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</td> </tr> <tr> <td><input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)</td> </tr> </table>	<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)
<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)			
<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)			
<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)			

<b>F</b>	<b>Seat Width</b>	<i>Refer to chair type above</i> Rotary chairs and stools = min. width of 450 mm (17.7in.) Rotary Large Occupant models = min. width of 560 mm (22.0 in.)	
<b>G</b>	<b>Seat Height</b> <i>choose ALL that are acceptable</i>	<b>Rotary Chair</b>	<input checked="" type="checkbox"/> <b>Adjustable</b> <input type="checkbox"/> <b>Standard</b> = includes 417 mm (16.4 in.) or less to 512 mm (20.2in.) or more <input type="checkbox"/> <b>Low</b> = includes 376 mm (14.8 in.) to 439 mm (17.3 in.) <input type="checkbox"/> <b>Other</b> = _____ <input type="checkbox"/> <b>Fixed</b> = between 417 mm (16.4 in.) to 512 mm (20.2 in.)
		<b>Rotary Stool with backrest</b>	<input type="checkbox"/> <b>Adjustable</b> = includes range from 580 mm (23 in.) to 840 mm (33 in.) <input type="checkbox"/> <b>Fixed</b> = equal or greater than 670 mm (27.5 in)
<b>H</b>	<b>Tilt Mechanism</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> <b>Tilt Mechanism</b> seat and backrest adjust together in a ratio that falls within $\geq 1:1$ (includes both Synchro-Tilt and Unison Tilt) <input type="checkbox"/> <b>Tilt Independently</b> seat and backrest adjust independently of each other <input type="checkbox"/> <b>No preference</b>	
<b>I</b>	<b>Seat and Backrest Locks</b> <i>choose ALL that are acceptable</i>	<input type="checkbox"/> <b>Setup Position</b> = chair locks or stops at one position with seat flat and backrest straight <input checked="" type="checkbox"/> <b>Multiple Positions</b> = chair locks or stops at multiple positions (including setup position)	
<b>J</b>	<b>Casters</b>	<input checked="" type="checkbox"/> carpet <input type="checkbox"/> hard surface	
<b>L</b>	<b>Foot Ring</b>	Standard with stool models only	
	<b>Finishes (Upholstery / Non-Upholstery)</b> <i>choose ALL that are acceptable</i>	<b>Backrest</b>	<input type="checkbox"/> Upholstery _____ <input checked="" type="checkbox"/> <b>Other</b> = _Plastic Mesh_(Wipeable to disinfect) <input type="checkbox"/> <b>Breathable material (Mesh)</b>
		<b>Seat</b>	<input type="checkbox"/> Upholstery _____ <input checked="" type="checkbox"/> <b>Other</b> = _Plastic Mesh (Wipeable to disinfect) <input type="checkbox"/> <b>Breathable material (Mesh)</b>
	<b>Additional Criteria:</b>	<i>If applicable, can be added providing it does not contradict the RFSA Technical Specifications</i> <ul style="list-style-type: none"> <li>➤ IUs must define any additional criteria that are justifiable for the specific needs of their requirement.</li> <li>➤ refer to Solicitation Example on furniture website for example wording for commonly requested additional criteria</li> <li>➤ <b>Additional Criteria must be generic and not Supplier specific</b></li> </ul>	

Table A2: Rotary Chair, for Calgary



<b>CHAIR TYPE</b>	<b>QTY: 13</b>
<input checked="" type="checkbox"/> Rotary Chair (up to 275 lbs) <input type="checkbox"/> Rotary Chair large occupant (up to 400 lbs) <input type="checkbox"/> Rotary Stool with backrest	

**IMPORTANT:**

Canada may request additional information to confirm criteria prior to contract award within a time period specified by the Identified User (IU). Suppliers must provide products that are compliant to the selected "■" Requirement Choices

Criteria <i>Instructions</i>		Requirement Choices	
A	<b>Headrest</b> <i>choose only 1</i>	<input type="checkbox"/> Yes – Adjustable and Removable (if applicable, indicate type of adjustment in additional criteria below) <i>Recommended with Standard Back Height</i>	
		<input checked="" type="checkbox"/> No	
B	<b>Backrest Height</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> Standard = height between 450 mm (17.7 in.) to 660 mm (26.0 in.)	
		<input type="checkbox"/> High = height greater than 660 mm (26.0 in.) <input type="checkbox"/> No preference = minimum height of 450mm (17.0 in.)	
C	<b>Backrest Profile</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> No preference (It is recommended to select "no preference" as profiles do not affect functionality of chair).	
		<input type="checkbox"/> Other = _____	
C	<b>Lumbar Support</b> <i>choose ALL that are acceptable</i>	<u>Adjustable</u> <input checked="" type="checkbox"/> Up/Down = min. 50 mm (2.0 in.) height adjustment between 150mm (5.9 in.) to 250 mm (9.8 in.) <input type="checkbox"/> Other = _____	
		<input type="checkbox"/> Fixed = between 150 mm (5.9 in.) to 250 mm (9.8 in.) above seat	
D	<b>Armrests</b> <i>choose ALL that are acceptable</i>	<u>Adjustable</u> <input checked="" type="checkbox"/> Height adjustable = min. 63 mm (2.5 in.) adjustment between 176 mm (6.9 in.) to 289 mm (11.4 in.) <input checked="" type="checkbox"/> Width adjustable = within the range of 443 mm (17.0 in.) to 493 mm (19.4 in.) <input checked="" type="checkbox"/> Pivot adjustable = min. 20 degrees inward and min. 10 degrees outward	
		<input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)	
		<input type="checkbox"/> None	
E	<b>Seat Depth</b> <i>choose ALL that are acceptable</i>	<input checked="" type="checkbox"/> Adjustable = min. 50 mm (2.0 in.) adjustment within the range 420 mm (16.5 in.) to 460 mm (18.1 in.)	
		<input type="checkbox"/> Fixed	<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.) <input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.) <input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)
F	<b>Seat Width</b>	<u>Refer to chair type above</u> Rotary chairs and stools = min. width of 450 mm (17.7in.) Rotary Large Occupant models = min. width of 560 mm (22.0 in.)	
G	<b>Seat Height</b> <i>choose ALL that are acceptable</i>	<b>Rotary Chair</b>	<input checked="" type="checkbox"/> Adjustable ■ Standard = includes 417 mm (16.4 in.) or less to 512 mm (20.2in.) or more <input type="checkbox"/> Low = includes 376 mm (14.8 in.) to 439 mm (17.3 in.) <input type="checkbox"/> Other = _____
			<input type="checkbox"/> Fixed = between 417 mm (16.4 in.) to 512 mm (20.2 in.)
G	<b>Rotary Stool with backrest</b>	<input type="checkbox"/> Adjustable = includes range from 580 mm (23 in.) to 840 mm (33 in.)	
		<input type="checkbox"/> Fixed = equal or greater than 670 mm (27.5 in)	
H	<b>Tilt Mechanism</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> Tilt Mechanism seat and backrest adjust together in a ratio that falls within >1:1 (includes both Synchro-Tilt and Unison Tilt) <input type="checkbox"/> Tilt Independently seat and backrest adjust independently of each other <input type="checkbox"/> No preference	

<b>I</b>	<b>Seat and Backrest Locks</b> choose ALL that are acceptable	<input type="checkbox"/> Setup Position = <i>chair locks or stops at one position with seat flat and backrest straight</i> <input checked="" type="checkbox"/> Multiple Positions = <i>chair locks or stops at multiple positions (including setup position)</i>	
<b>J</b>	<b>Casters</b>	<input checked="" type="checkbox"/> carpet <input type="checkbox"/> hard surface	
<b>L</b>	<b>Foot Ring</b>	Standard with stool models only	
	<b>Finishes (Upholstery / Non-Upholstery)</b>  choose ALL that are acceptable	<b>Backrest</b> <input type="checkbox"/> Upholstery _____ <input checked="" type="checkbox"/> Other = <i>_Plastic Mesh_(Wipeable to disinfect)</i> <input type="checkbox"/> Breathable material (Mesh)	<b>Seat</b> <input type="checkbox"/> Upholstery _____ <input checked="" type="checkbox"/> Other = <i>_Plastic Mesh (Wipeable to disinfect)</i> <input type="checkbox"/> Breathable material (Mesh)
	<b>Additional Criteria:</b>	<i>If applicable, can be added providing it does not contradict the RFSA Technical Specifications</i> <ul style="list-style-type: none"> <li>➤ IUs must define any additional criteria that are justifiable for the specific needs of their requirement.</li> <li>➤ refer to Solicitation Example on furniture website for example wording for commonly requested additional criteria</li> <li>➤ Additional Criteria must be generic and <b>not</b> Supplier specific</li> </ul>	

Table A3: Rotary Chair, for Edmonton



<b>CHAIR TYPE</b>	<b>QTY: 5</b>
<input checked="" type="checkbox"/> Rotary Chair (up to 275 lbs) <input type="checkbox"/> Rotary Chair large occupant (up to 400 lbs) <input type="checkbox"/> Rotary Stool with backrest	

**IMPORTANT:**

Canada may request additional information to confirm criteria prior to contract award within a time period specified by the Identified User (IU). Suppliers must provide products that are compliant to the selected "■" Requirement Choices

Criteria Instructions	Requirement Choices
<b>A</b> <b>Headrest</b> choose only 1	<input type="checkbox"/> Yes – Adjustable and Removable (if applicable, indicate type of adjustment in additional criteria below) Recommended with Standard Back Height <input checked="" type="checkbox"/> No
<b>B</b> <b>Backrest Height</b> choose only 1	<input checked="" type="checkbox"/> Standard = height between 450 mm (17.7 in.) to 660 mm (26.0 in.) <input type="checkbox"/> High = height greater than 660 mm (26.0 in.) <input type="checkbox"/> No preference = minimum height of 450mm (17.0 in.)
<b>Backrest Profile</b> choose only 1	<input checked="" type="checkbox"/> No preference (It is recommended to select "no preference" as profiles do not affect functionality of chair). <input type="checkbox"/> Other = _____
<b>C</b> <b>Lumbar Support</b> choose ALL that are acceptable	<b>Adjustable</b> <input checked="" type="checkbox"/> Up/Down = min. 50 mm (2.0 in.) height adjustment between 150mm (5.9 in.) to 250 mm (9.8 in.) <input type="checkbox"/> Other = _____

		<input type="checkbox"/> Fixed = <i>between 150 mm (5.9 in.) to 250 mm (9.8 in.) above seat</i>	
<b>D</b>	<b>Armrests</b> <i>choose ALL that are acceptable</i>	<b>Adjustable</b> <input checked="" type="checkbox"/> Height adjustable = <i>min. 63 mm (2.5 in.) adjustment between 176 mm (6.9 in.) to 289 mm (11.4 in.)</i> <input checked="" type="checkbox"/> Width adjustable = <i>within the range of 443 mm (17.0 in.) to 493 mm (19.4 in.)</i> <input checked="" type="checkbox"/> Pivot adjustable = <i>min. 20 degrees inward and min. 10 degrees outward</i>	
		<input type="checkbox"/> Fixed = <i>height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)</i>	
		<input type="checkbox"/> None	
<b>E</b>	<b>Seat Depth</b> <i>choose ALL that are acceptable</i>	<input checked="" type="checkbox"/> Adjustable = <i>min. 50 mm (2.0 in.) adjustment within the range 420 mm (16.5 in.) to 460 mm (18.1 in.)</i>	
		<input type="checkbox"/> Fixed	<input type="checkbox"/> Shallow = <i>380 mm (15.0 in.) to 420 mm (16.5 in.)</i> <input type="checkbox"/> Medium = <i>greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</i> <input type="checkbox"/> Deep = <i>greater than 460 mm (18.1 in.)</i>
<b>F</b>	<b>Seat Width</b>	<u>Refer to chair type above</u> <i>Rotary chairs and stools = min. width of 450 mm (17.7in.)</i> <i>Rotary Large Occupant models = min. width of 560 mm (22.0 in.)</i>	
<b>G</b>	<b>Seat Height</b> <i>choose ALL that are acceptable</i>	<b>Rotary Chair</b>	<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Standard = <i>includes 417 mm (16.4 in.) or less to 512 mm (20.2in.) or more</i> <input type="checkbox"/> Low = <i>includes 376 mm (14.8 in.) to 439 mm (17.3 in.)</i> <input type="checkbox"/> Other = _____ <input type="checkbox"/> Fixed = <i>between 417 mm (16.4 in.) to 512 mm (20.2 in.)</i>
		<b>Rotary Stool with backrest</b>	<input type="checkbox"/> Adjustable = <i>includes range from 580 mm (23 in.) to 840 mm (33 in.)</i> <input type="checkbox"/> Fixed = <i>equal or greater than 670 mm (27.5 in)</i>
<b>H</b>	<b>Tilt Mechanism</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> Tilt Mechanism <i>seat and backrest adjust together in a ratio that falls within <math>\geq 1:1</math> (includes both Synchro-Tilt and Unison Tilt)</i> <input type="checkbox"/> Tilt Independently <i>seat and backrest adjust independently of each other</i> <input type="checkbox"/> No preference	
<b>I</b>	<b>Seat and Backrest Locks</b> <i>choose ALL that are acceptable</i>	<input type="checkbox"/> Setup Position = <i>chair locks or stops at one position with seat flat and backrest straight</i> <input checked="" type="checkbox"/> Multiple Positions = <i>chair locks or stops at multiple positions (including setup position)</i>	
<b>J</b>	<b>Casters</b>	<input checked="" type="checkbox"/> carpet <input type="checkbox"/> hard surface	
<b>L</b>	<b>Foot Ring</b>	<i>Standard with stool models only</i>	
	<b>Finishes (Upholstery / Non-Upholstery)</b> <i>choose ALL that are acceptable</i>	<b>Backrest</b>	<input type="checkbox"/> Upholstery <input type="checkbox"/> Upholstery (disinfect) _____ <input type="checkbox"/> Breathable material (Mesh) <input checked="" type="checkbox"/> Other = <i>_Plastic Mesh_(Wipeable to disinfect)</i>
		<b>Seat</b>	<input type="checkbox"/> Upholstery <input type="checkbox"/> Upholstery (disinfect) _____ <input type="checkbox"/> Breathable material (Mesh) <input checked="" type="checkbox"/> Other = <i>_Plastic Mesh_(Wipeable to disinfect)</i>
	<b>Additional Criteria:</b>	<i>If applicable, can be added providing it does not contradict the RFSA Technical Specifications</i> <ul style="list-style-type: none"> <li>➤ <i>IUs must define any additional criteria that are justifiable for the specific needs of their requirement.</i></li> <li>➤ <i>refer to Solicitation Example on furniture website for example wording for commonly requested additional criteria</i></li> <li>➤ <i>Additional Criteria must be generic and not Supplier specific</i></li> </ul>	

**Table A4: Drafting Style Chair, NSA, for Edmonton**



<b>CHAIR TYPE</b>	<b>QTY: 2</b>
<input type="checkbox"/> Rotary Chair (up to 275 lbs) <input type="checkbox"/> Rotary Chair large occupant (up to 400 lbs) <input type="checkbox"/> Rotary Stool with backrest	

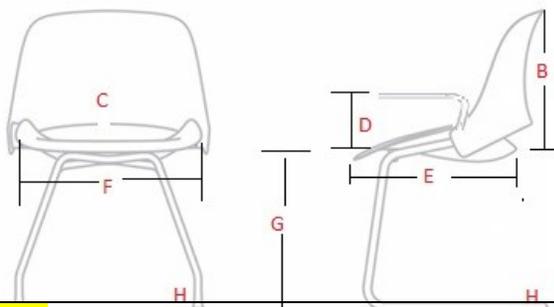
**IMPORTANT:**

Canada may request additional information to confirm criteria prior to contract award within a time period specified by the Identified User (IU). Suppliers must provide products that are compliant to the selected "■" Requirement Choices

Criteria <i>Instructions</i>	Requirement Choices				
<b>A</b> <b>Headrest</b> <i>choose only 1</i>	<input type="checkbox"/> Yes – Adjustable and Removable (if applicable, indicate type of adjustment in additional criteria below) Recommended with Standard Back Height <input checked="" type="checkbox"/> No				
<b>B</b> <b>Backrest Height</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> Standard = height between 450 mm (17.7 in.) to 660 mm (26.0 in.) <input type="checkbox"/> High = height greater than 660 mm (26.0 in.) <input type="checkbox"/> No preference = minimum height of 450mm (17.0 in.)				
<b>B</b> <b>Backrest Profile</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> No preference (It is recommended to select "no preference" as profiles do not affect functionality of chair). <input type="checkbox"/> Other = _____				
<b>C</b> <b>Lumbar Support</b> <i>choose ALL that are acceptable</i>	<u>Adjustable</u> <input checked="" type="checkbox"/> Up/Down = min. 50 mm (2.0 in.) height adjustment between 150mm (5.9 in.) to 250 mm (9.8 in.) <input type="checkbox"/> Other = _____  <input type="checkbox"/> Fixed = between 150 mm (5.9 in.) to 250 mm (9.8 in.) above seat				
<b>D</b> <b>Armrests</b> <i>choose ALL that are acceptable</i>	<u>Adjustable</u> <input checked="" type="checkbox"/> Height adjustable = min. 63 mm (2.5 in.) adjustment between 176 mm (6.9 in.) to 289 mm (11.4 in.) <input checked="" type="checkbox"/> Width adjustable = within the range of 443 mm (17.0 in.) to 493 mm (19.4 in.) <input checked="" type="checkbox"/> Pivot adjustable = min. 20 degrees inward and min. 10 degrees outward  <input type="checkbox"/> Fixed = height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)  <input type="checkbox"/> None				
<b>E</b> <b>Seat Depth</b> <i>choose ALL that are acceptable</i>	<input checked="" type="checkbox"/> Adjustable = min. 50 mm (2.0 in.) adjustment within the range 420 mm (16.5 in.) to 460 mm (18.1 in.)  <input type="checkbox"/> Fixed <table border="1" style="display: inline-table; vertical-align: top;"> <tr> <td><input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)</td> </tr> <tr> <td><input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</td> </tr> <tr> <td><input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)</td> </tr> </table>		<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)	<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)	<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)
<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.)					
<input type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)					
<input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)					
<b>F</b> <b>Seat Width</b>	<u>Refer to chair type above</u> Rotary chairs and stools = min. width of 450 mm (17.7in.) Rotary Large Occupant models = min. width of 560 mm (22.0 in.)				
<b>G</b> <b>Seat Height</b> <i>choose ALL that are acceptable</i>	<b>Rotary Chair</b>	<input checked="" type="checkbox"/> Adjustable  <input type="checkbox"/> Standard = includes 417 mm (16.4 in.) or less to 512 mm (20.2in.) or more <input type="checkbox"/> Low = includes 376 mm (14.8 in.) to 439 mm (17.3 in.) <input checked="" type="checkbox"/> Other = <b>Drafting Style Chair – Bar Height –</b>			

			42" _____
		<input type="checkbox"/> Fixed = <i>between 417 mm (16.4 in.) to 512 mm (20.2 in.)</i>	
	<b>Rotary Stool with backrest</b>	<input type="checkbox"/> Adjustable = <i>includes range from 580 mm (23 in.) to 840 mm (33 in.)</i> <input type="checkbox"/> Fixed = <i>equal or greater than 670 mm (27.5 in)</i>	
<b>H</b>	<b>Tilt Mechanism</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> Tilt Mechanism <i>seat and backrest adjust together in a ratio that falls within <math>\geq 1:1</math> (includes both Synchro-Tilt and Unison Tilt)</i> <input type="checkbox"/> Tilt Independently <i>seat and backrest adjust independently of each other</i> <input type="checkbox"/> No preference	
<b>I</b>	<b>Seat and Backrest Locks</b> <i>choose ALL that are acceptable</i>	<input type="checkbox"/> Setup Position = <i>chair locks or stops at one position with seat flat and backrest straight</i> <input checked="" type="checkbox"/> Multiple Positions = <i>chair locks or stops at multiple positions (including setup position)</i>	
<b>J</b>	<b>Casters</b>	<input checked="" type="checkbox"/> carpet <input type="checkbox"/> hard surface	
<b>L</b>	<b>Foot Ring</b>	<b>YES</b> <i>Standard with stool models only</i>	
	<b>Finishes (Upholstery / Non-Upholstery)</b> <i>choose ALL that are acceptable</i>	<b>Backrest</b> <input type="checkbox"/> Upholstery <input type="checkbox"/> Breathable material (Mesh)	<input checked="" type="checkbox"/> Other = <i>_Plastic Mesh_(Wipeable to disinfect)</i>
		<b>Seat</b> <input type="checkbox"/> Upholstery <input type="checkbox"/> Breathable material (Mesh)	<input checked="" type="checkbox"/> Other = <i>_Plastic Mesh (Wipeable to disinfect)</i>
	<b>Additional Criteria:</b>	<i>If applicable, can be added providing it does not contradict the RFSA Technical Specifications</i> <ul style="list-style-type: none"> <li>➤ <i>IUs must define any additional criteria that are justifiable for the specific needs of their requirement.</i></li> <li>➤ <i>refer to Solicitation Example on furniture website for example wording for commonly requested additional criteria</i></li> <li>➤ <i>Additional Criteria must be generic and not Supplier specific</i></li> </ul>	

Table A5: Side Chair, for Vancouver



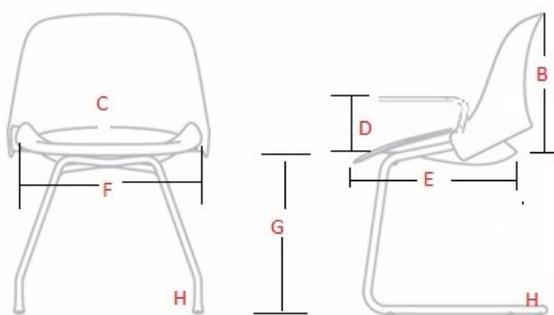
<b>Side Chair</b>	<b>QTY: 18</b>
-------------------	----------------

**IMPORTANT:**

Canada may request additional information to confirm criteria prior to contract award within a time period specified by the Identified User (IU). Suppliers must provide products that are compliant to the selected "■" Requirement Choices

	Criteria <i>Instructions</i>	Requirement Choices	
<b>B</b>	<b>Backrest Height</b>	Standard = <i>minimum height of 354 mm (13.9 in)</i>	
	<b>Backrest Profile</b> <i>choose ALL that are acceptable</i>	<input checked="" type="checkbox"/> No preference ( <i>It is recommended to select "no preference" as profiles do not affect functionality of chair.</i> ) <input type="checkbox"/> Other = _____	
<b>C</b>	<b>Lumbar Support</b> <i>choose only 1</i>	<input type="checkbox"/> Yes = height adjustment <i>between 150 mm (5.9 in.) to 250 mm (9.8 in.)</i> <input checked="" type="checkbox"/> No	
<b>D</b>	<b>Armrests</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>E</b>	<b>Seat Depth</b> <i>choose only 1</i>	Fixed	<input type="checkbox"/> Shallow = <i>380 mm (15.0 in.) to 420 mm (16.5 in.)</i> <input checked="" type="checkbox"/> Medium = <i>greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</i> <input type="checkbox"/> Deep = <i>greater than 460 mm (18.1 in.)</i>
<b>F</b>	<b>Seat Width</b>	Standard = <i>minimum width of 400 mm (15.7 in.)</i>	
<b>G</b>	<b>Seat Height</b>	Fixed = <i>between 417 mm (16.4 in.) and 512 mm (20.2 in.)</i>	
<b>H</b>	<b>Stacking:</b> <i>choose only 1</i>	<input type="checkbox"/> Stacking <input type="checkbox"/> Non-Stacking <input checked="" type="checkbox"/> No preference	
	<b>Base Style</b> <i>choose ALL that are acceptable</i>	<input checked="" type="checkbox"/> Legs (4 post) <input checked="" type="checkbox"/> Casters <input type="checkbox"/> Glides <input type="checkbox"/> Sled <input type="checkbox"/> Cantilever <input type="checkbox"/> Other = _____	
	<b>Finishes</b> <i>(Upholstery / Non-Upholstery)</i>  <i>choose ALL that are acceptable</i>	Backrest	<input type="checkbox"/> Upholstery <input checked="" type="checkbox"/> Other = _Plastic_____ <input type="checkbox"/> Breathable material (Mesh)
		Seat	<input type="checkbox"/> Upholstery <input checked="" type="checkbox"/> Other = _Plastic_____ <input type="checkbox"/> Breathable material (Mesh)
	<b>Additional Criteria:</b>	<i>If applicable, can be added providing it does not contradict the RFSA Technical Specifications</i> <ul style="list-style-type: none"> <li>➤ <i>IUs must define any additional criteria that are justifiable for the specific needs of their requirement.</i></li> <li>➤ <i>refer to Solicitation Example on furniture website for example wording for commonly requested additional criteria</i></li> <li>➤ <i>Additional Criteria must be generic and not Supplier specific</i></li> </ul>	

**Table A6: Side Chair, for Calgary**



<b>Side Chair</b>	<b>QTY: 13</b>
-------------------	----------------

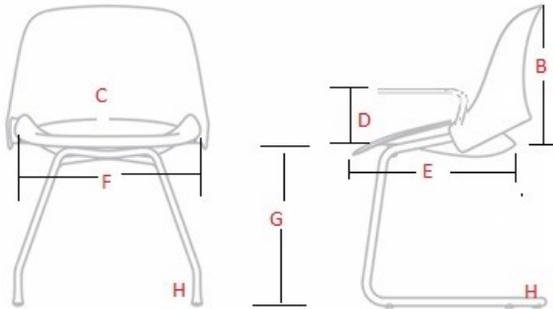
**IMPORTANT:**

Canada may request additional information to confirm criteria prior to contract award within a time period specified by the Identified User (IU).  
Suppliers must provide products that are compliant to the selected "■" Requirement Choices

	Criteria <i>Instructions</i>	Requirement Choices	
<b>B</b>	<b>Backrest Height</b>	Standard = <i>minimum height of 354 mm (13.9 in)</i>	
	<b>Backrest Profile</b> <i>choose ALL that are acceptable</i>	<input checked="" type="checkbox"/> No preference ( <i>It is recommended to select "no preference" as profiles do not affect functionality of chair.</i> ) <input type="checkbox"/> Other = _____	
<b>C</b>	<b>Lumbar Support</b> <i>choose only 1</i>	<input type="checkbox"/> Yes = height adjustment <i>between 150 mm (5.9 in.) to 250 mm (9.8 in.)</i> <input checked="" type="checkbox"/> No	
<b>D</b>	<b>Armrests</b> <i>choose only 1</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>E</b>	<b>Seat Depth</b> <i>choose only 1</i>	Fixed	<input type="checkbox"/> Shallow = <i>380 mm (15.0 in.) to 420 mm (16.5 in.)</i> <input checked="" type="checkbox"/> Medium = <i>greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</i> <input type="checkbox"/> Deep = <i>greater than 460 mm (18.1 in.)</i>
<b>F</b>	<b>Seat Width</b>	Standard = <i>minimum width of 400 mm (15.7 in.)</i>	
<b>G</b>	<b>Seat Height</b>	Fixed = <i>between 417 mm (16.4 in.) and 512 mm (20.2 in.)</i>	
<b>H</b>	<b>Stacking:</b> <i>choose only 1</i>	<input type="checkbox"/> Stacking <input type="checkbox"/> Non-Stacking <input checked="" type="checkbox"/> No preference	
	<b>Base Style</b> <i>choose ALL that are acceptable</i>	<input checked="" type="checkbox"/> Legs (4 post) <input checked="" type="checkbox"/> Casters <input type="checkbox"/> Glides <input type="checkbox"/> Sled <input type="checkbox"/> Cantilever <input type="checkbox"/> Other = _____	
	<b>Finishes</b> <i>(Upholstery / Non-Upholstery)</i>  <i>choose ALL that are acceptable</i>	Backrest	<input type="checkbox"/> Upholstery <input checked="" type="checkbox"/> Other = _Plastic_____ <input type="checkbox"/> Breathable material (Mesh)
		Seat	<input type="checkbox"/> Upholstery <input checked="" type="checkbox"/> Other = _Plastic_____ <input type="checkbox"/> Breathable material (Mesh)
	<b>Additional Criteria:</b>	<p><u><i>If applicable, can be added providing it does not contradict the RFSA Technical Specifications</i></u></p> <ul style="list-style-type: none"> <li>➤ <i>IUs must define any additional criteria that are justifiable for the specific needs of their requirement.</i></li> <li>➤ <i>refer to Solicitation Example on furniture website for example wording for commonly requested additional criteria</i></li> <li>➤ <i>Additional Criteria must be generic and not Supplier specific</i></li> </ul>	

**Table A7: Side Chair, for Edmonton**

**QTY: 2**



**IMPORTANT:**

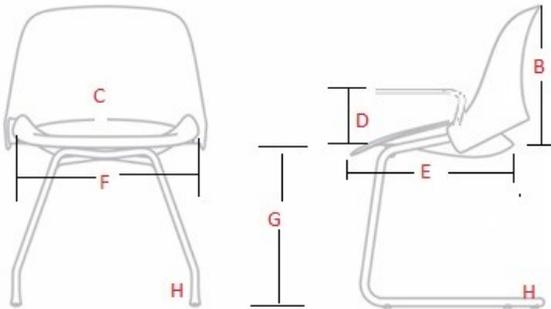
Canada may request additional information to confirm criteria prior to contract award within a time period specified by the Identified User (IU). Suppliers must provide products that are compliant to the selected "■" Requirement Choices

	Criteria <i>Instructions</i>	Requirement Choices	
<b>B</b>	<b>Backrest Height</b>	Standard = <i>minimum height of 354 mm (13.9 in)</i>	
	<b>Backrest Profile</b> <i>choose ALL that are acceptable</i>	<input checked="" type="checkbox"/> No preference ( <i>It is recommended to select "no preference" as profiles do not affect functionality of chair.</i> ) <input type="checkbox"/> Other = _____	
<b>C</b>	<b>Lumbar Support</b> <i>choose only 1</i>	<input type="checkbox"/> Yes = height adjustment <i>between 150 mm (5.9 in.) to 250 mm (9.8 in.)</i> <input checked="" type="checkbox"/> No	
<b>D</b>	<b>Armrests</b> <i>choose only 1</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>E</b>	<b>Seat Depth</b> <i>choose only 1</i>	Fixed	<input type="checkbox"/> Shallow = <i>380 mm (15.0 in.) to 420 mm (16.5 in.)</i> <input checked="" type="checkbox"/> Medium = <i>greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</i> <input type="checkbox"/> Deep = <i>greater than 460 mm (18.1 in.)</i>
<b>F</b>	<b>Seat Width</b>	Standard = <i>minimum width of 400 mm (15.7 in.)</i>	
<b>G</b>	<b>Seat Height</b>	Fixed = <i>between 417 mm (16.4 in.) and 512 mm (20.2 in.)</i>	
<b>H</b>	<b>Stacking:</b> <i>choose only 1</i>	<input type="checkbox"/> <b>Stacking</b> <input type="checkbox"/> <b>Non-Stacking</b> <input checked="" type="checkbox"/> No preference	
	<b>Base Style</b> <i>choose ALL that are acceptable</i>	<input checked="" type="checkbox"/> Legs (4 post) <input checked="" type="checkbox"/> Casters <input type="checkbox"/> Glides <input type="checkbox"/> Sled <input type="checkbox"/> Cantilever <input type="checkbox"/> Other = _____	

<b>Finishes</b> <i>(Upholstery / Non-Upholstery)</i>  choose <b>ALL</b> that are acceptable	Backrest <input type="checkbox"/> Upholstery <span style="float: right;"><input checked="" type="checkbox"/> Other</span> = _Plastic _____ <input type="checkbox"/> Breathable material (Mesh)
	Seat <input type="checkbox"/> Upholstery <span style="float: right;"><input checked="" type="checkbox"/> Other =</span> _Plastic _____ <input type="checkbox"/> Breathable material (Mesh)
<b>Additional Criteria:</b>	If applicable, can be added providing it does not contradict the RFSA Technical Specifications ➤ IUs must define any additional criteria that are justifiable for the specific needs of their requirement. ➤ refer to Solicitation Example on furniture website for example wording for commonly requested additional criteria ➤ Additional Criteria must be generic and not Supplier specific

**Table A8: Side Chair, for Calgary**

<b>QTY: 2</b>
---------------



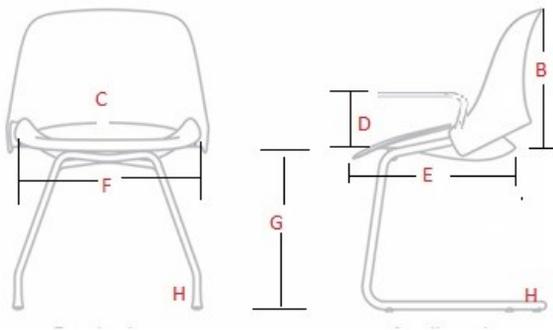
**IMPORTANT:**

Canada may request additional information to confirm criteria prior to contract award within a time period specified by the Identified User (IU). Suppliers must provide products that are compliant to the selected "■" Requirement Choices

	Criteria <i>Instructions</i>	Requirement Choices
<b>B</b>	<b>Backrest Height</b>	Standard = minimum height of 354 mm (13.9 in)
	<b>Backrest Profile</b> choose <b>ALL</b> that are acceptable	<input checked="" type="checkbox"/> No preference <i>(It is recommended to select "no preference" as profiles do not affect functionality of chair.)</i> <input type="checkbox"/> Other = _____
<b>C</b>	<b>Lumbar Support</b> choose <b>only 1</b>	<input type="checkbox"/> Yes = height adjustment between 150 mm (5.9 in.) to 250 mm (9.8 in.) <input checked="" type="checkbox"/> No
<b>D</b>	<b>Armrests</b> choose <b>only 1</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>E</b>	<b>Seat Depth</b> choose <b>only 1</b>	Fixed <input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.) <input checked="" type="checkbox"/> Medium = greater than 420 mm (16.5 in.) to 460 mm (18.1 in.) <input type="checkbox"/> Deep = greater than 460 mm (18.1 in.)

<b>F</b>	<b>Seat Width</b>	Standard = <i>minimum width of 400 mm (15.7 in.)</i>	
<b>G</b>	<b>Seat Height</b>	Fixed = <i>between 417 mm (16.4 in.) and 512 mm (20.2 in.)</i>	
<b>H</b>	<b>Stacking:</b> <i>choose only 1</i>	<input type="checkbox"/> <b>Stacking</b> <input type="checkbox"/> <b>Non-Stacking</b> <input checked="" type="checkbox"/> <b>No preference</b>	
	<b>Base Style</b> <i>choose ALL that are acceptable</i>	<input checked="" type="checkbox"/> <b>Legs (4 post)</b> <input type="checkbox"/> <b>Casters</b> <input checked="" type="checkbox"/> <b>Glides</b> <input type="checkbox"/> <b>Sled</b> <input type="checkbox"/> <b>Cantilever</b> <input type="checkbox"/> <b>Other = _____</b>	
	<b>Finishes</b> <i>(Upholstery / Non-Upholstery)</i>	<b>Backrest</b>	<input type="checkbox"/> <b>Upholstery</b> <input checked="" type="checkbox"/> <b>Other</b> = <u>Plastic _____</u> <input type="checkbox"/> <b>Breathable material (Mesh)</b>
	<i>choose ALL that are acceptable</i>	<b>Seat</b>	<input type="checkbox"/> <b>Upholstery</b> <input checked="" type="checkbox"/> <b>Other =</b> = <u>Plastic _____</u> <input type="checkbox"/> <b>Breathable material (Mesh)</b>
	<b>Additional Criteria:</b>	<i>If applicable, can be added providing it does not contradict the RFSA Technical Specifications</i> ➤ <i>IUs must define any additional criteria that are justifiable for the specific needs of their requirement.</i> ➤ <i>refer to Solicitation Example on furniture website for example wording for commonly requested additional criteria</i> ➤ <b>Additional Criteria must be generic and not Supplier specific</b>	

**Table A9: Side Chair, for Edmonton**



<b>Side Chair</b>	<b>QTY: 4</b>
-------------------	---------------

**IMPORTANT:**

Canada may request additional information to confirm criteria prior to contract award within a time period specified by the Identified User (IU). Suppliers must provide products that are compliant to the selected "■" **Requirement Choices**

	<b>Criteria</b> <i>Instructions</i>	<b>Requirement Choices</b>
<b>B</b>	<b>Backrest Height</b>	Standard = <i>minimum height of 354 mm (13.9 in)</i>

	<b>Backrest Profile</b> choose <b>ALL</b> that are acceptable	<input checked="" type="checkbox"/> No preference ( <i>It is recommended to select "no preference" as profiles do not affect functionality of chair.</i> ) <input type="checkbox"/> Other = _____	
<b>C</b>	<b>Lumbar Support</b> choose <b>only 1</b>	<input type="checkbox"/> Yes = height adjustment <i>between 150 mm (5.9 in.) to 250 mm (9.8 in.)</i> <input checked="" type="checkbox"/> No	
<b>D</b>	<b>Armrests</b> choose <b>only 1</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>E</b>	<b>Seat Depth</b> choose <b>only 1</b>	Fixed	<input type="checkbox"/> Shallow = 380 mm (15.0 in.) to 420 mm (16.5 in.) <input checked="" type="checkbox"/> Medium = <i>greater than 420 mm (16.5 in.) to 460 mm (18.1 in.)</i> <input type="checkbox"/> Deep = <i>greater than 460 mm (18.1 in.)</i>
<b>F</b>	<b>Seat Width</b>	Standard = <i>minimum width of 400 mm (15.7 in.)</i>	
<b>G</b>	<b>Seat Height</b>	Fixed = <i>between 417 mm (16.4 in.) and 512 mm (20.2 in.)</i>	
<b>H</b>	<b>Stacking:</b> choose <b>only 1</b>	<input type="checkbox"/> <b>Stacking</b> <input type="checkbox"/> <b>Non-Stacking</b> <input checked="" type="checkbox"/> No preference	
	<b>Base Style</b> choose <b>ALL</b> that are acceptable	<input checked="" type="checkbox"/> Legs (4 post) <input type="checkbox"/> Casters <input checked="" type="checkbox"/> Glides <input type="checkbox"/> Sled <input type="checkbox"/> Cantilever <input type="checkbox"/> Other = _____	
	<b>Finishes</b> (Upholstery / Non-Upholstery)  choose <b>ALL</b> that are acceptable	Backrest	<input type="checkbox"/> Upholstery <input checked="" type="checkbox"/> Other = _Plastic _____ <input type="checkbox"/> Breathable material (Mesh)
		Seat	<input type="checkbox"/> Upholstery <input checked="" type="checkbox"/> Other = _Plastic _____ <input type="checkbox"/> Breathable material (Mesh)
	<b>Additional Criteria:</b>	<i>If applicable, can be added providing it does not contradict the RFSA Technical Specifications</i> <ul style="list-style-type: none"> <li>➤ IUs must define any additional criteria that are justifiable for the specific needs of their requirement.</li> <li>➤ refer to Solicitation Example on furniture website for example wording for commonly requested additional criteria</li> <li>➤ <b>Additional Criteria must be generic and not Supplier specific</b></li> </ul>	

**ANNEX B  
BASIS OF PAYMENT**

**1. Procurement Strategy**

- Subcategory Procurement  
 All-inclusive Procurement

**2. Product and Pricing**

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

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

**ALL-INCLUSIVE PROCUREMENT**

**Table 1: Summary of Chairs for All-inclusive procurement.**

Section A - IU REQUIREMENT			Section B – SUPPLIER’S BID		
Table	Title	Quantity (A)	Manufacturer/ Series/Model	Firm Unit Price (B)	Product Total (C)=(A)x(B)
A1	Rotary Chair, for Vancouver	10		\$	\$
A2	Rotary Chair, for Calgary	13		\$	\$
A3	Rotary Chair, for Edmonton	5		\$	\$
A4	Drafting Style Chair, for Edmonton	2		\$	\$
A5	Side Chair, for Vancouver	18		\$	\$
A6	Side Chair, for Calgary	13		\$	\$
A7	Side Chair, for Edmonton	2		\$	\$
A8	Side Chair, for Calgary	2		\$	\$
A9	Side Chair, for Edmonton	4		\$	\$
				Subtotal:	\$

**Table 2 – Optional Product (chairs)**  
N/A

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

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Table(s)	Location	Desired Date** (YY/MM/DD)	Desired Time*	Supplier will deliver on the date and at the time below**	Firm Lot Price \$
A1, A5	<i>Public Health Agency of Canada Vancouver International Airport 3211 Grant McConachie Way Richmond, BC V7B 0A4</i>	<i>On or prior to 2022-03-31</i>	<i>Normal Business Hours</i>	____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
A2, A6, A8	<i>Public Health Agency of Canada 2000 Airport Rd. NE Calgary, AB T2E 6W5</i>	<i>On or prior to 2022-03-31</i>	<i>Normal Business Hours</i>	____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
A3, A4, A7, A9	<i>Public Health Agency of Canada 1000 Airport Rd NW, Nisku, AB T9E 0V3</i>	<i>On or prior to 2022-03-31</i>	<i>Normal Business Hours</i>		
*Normal Business Hours are 8:00 – 17:00 **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Subtotal for Deliveries:	\$

**Table 4 – Optional Delivery**  
N/A

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

<b>Canada's Facilities to Accommodate the Delivery (A1, A5)</b>	
Loading Dock/Location	<i>East Loading Dock (ITB Loading Dock) East Loading Dock accessible from the North Service Road 3211 Grant McConachie Way, Richmond, BC V7B 0A4</i>
Dock	<i>Intended for large 18-wheeler trucks; can handle big trucks and long trailers Dock height is 5 feet from the ground</i>
Lift	<i>There is a ramp to bring your deliveries up if the truck is not large enough to align with the height of the loading dock.</i>
Door	<i>8' X 10'</i>
Freight Elevator	<i>ELEV 62 max weight 2500kg - size .63msq ELEV 65 max weight 2400 kg - size .75 msq</i>
Other (specify, if any)	<i>The supplier can park on the curb for a short time. Please contact the ground transportation team for parking for a moving vehicle. Their</i>

	<i>number is 604.303.4075. Monday - Friday 03:00 - 20:00, Saturday - Sunday 03:00 - 15:00</i>
<b>Canada's Facilities to Accommodate the Delivery (A2, A6, A8)</b>	
Loading Dock/Location	<i>West Loading Dock 2000 Airport Rd NE, Calgary, AB T2E 6W5 Located close to Domestic Flights</i>
Dock	<i>Intended for large 18-wheeler trucks; can handle big trucks and long trailers Dock height is 5 feet from the ground. Curbside delivery is also available.</i>
Lift	<i>Loading dock equipped with adjustable bridge. Ramp is required is doing curbside delivery.</i>
Door	<i>8 X 10</i>
Freight Elevator	<i>Approx. 2400mm clear.</i>
Other (specify, if any)	<i>CBSA will need to do the initial escorting as PHAC staff doesn't have access, so if they are the main contact it won't be an issue. PHAC staff can then escort after they come into the international arrivals area where the PHAC space is located</i>
<b>Canada's Facilities to Accommodate the Delivery (A3, A4, A7, A9)</b>	
Loading Dock/Location	<i>South Loading Dock  Address for the entrance to 36th avenue, which leads to the south loading dock/employee parking lot: 36 Ave E, Calmar, AB T0C 0V0  Edmonton International Airport 1000 Airport Road Edmonton, AB T9E 0V3</i>
Dock	<i>Intended for large 18-wheeler trucks; can handle big trucks and long trailers Dock height is 5 feet from the ground</i>
Lift	<i>Dock leveler can go down up to 12 inches</i>
Door	<i>8' X 10'</i>
Freight Elevator	<i>Freight elevator not needed</i>
Other (specify, if any)	<i>CBSA will need to do the initial escorting as PHAC staff doesn't have access, so if they are the main contact it won't be an issue. PHAC staff can then escort after they come into the international arrivals area where the PHAC space is located. Loading dock has parking specific for large trucks.</i>

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

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Table(s)	Location	Desired Date** (YY/MM/DD)	Desired Time*	Supplier will deliver on the date and at the time below**	Firm Lot Price \$
A1, A5	<i>Public Health Agency of Canada Vancouver International Airport 3211 Grant McConachie Way Richmond, BC V7B 0A4</i>	<i>On or prior to 2022-03-31</i>	<i>Normal Business Hours</i>	____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
A2, A6, A8	<i>Public Health Agency of Canada 2000 Airport Rd. NE Calgary, AB T2E 6W5</i>	<i>On or prior to 2022-03-31</i>	<i>Normal Business Hours</i>	____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
A3, A4, A7, A9	<i>Public Health Agency of Canada 1000 Airport Rd NW, Nisku, AB T9E 0V3</i>	<i>On or prior to 2022-03-31</i>	<i>Normal Business Hours</i>		
*Normal Business Hours are 8:00 – 17:00 **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Subtotal for Deliveries:	\$

**Table 7 – Optional Installation**  
N/A

**Table 8 - Bid Evaluation and Contract Total**

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

\*Applicable taxes extra.

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

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

## ANNEX C

### ADDITIONAL SPECIFICATIONS, CERTIFICATIONS FOR NSA PRODUCT(S)

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

#### 1. Specifications

The NSA products for this requirement must meet the performance requirements found at ANNEX A of the Supply Arrangement.

#### 2. Certifications

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 of the RFP, and meet the testing and performance requirements found at ANNEX A of the Supply Arrangement, as applicable.

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

\_\_\_\_\_  
Date

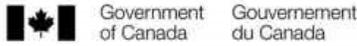
#### NSA Product Conformance Certification (*applies after contract award*)

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. 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 D, SECURITY REQUIREMENTS CHECKLIST

COMMON-PS-SRCL#2



Contract Number / Numéro du contrat 20211028LG2
Security Classification / Classification de sécurité 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 <span style="float: right;">Health Canada (HC)</span>	2. Branch or Directorate / Direction générale ou Direction Corporate Services Branch (CSB)	
3. a) Subcontract Number / Numéro du contrat de sous-traitance N/A	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant NA, T.B.D. via Competitive Process	
4. Brief Description of Work / Brève description du travail Competitive acquisition of office seating, delivery and installation to to PHAC offices located at the airports (Vancouver, Calgary & Edmonton) in accordance with Terms and Conditions of SA#E80PG-120001/xxx/PQ.		
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 checked="" type="checkbox"/> No Non	<input 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 type="checkbox"/> No Non	<input checked="" 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 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 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"/> Specify country(ies): / Préciser le(s) pays:	Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:
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 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
--



COMMON-PS-SRCL#2



Government of Canada  
Gouvernement du Canada

Contract Number/ Numéro du contrat 20211026LG2
Security Classification / Classification de sécurité UNCLASSIFIED

**PART A (continued) / PARTIE A (suite)**

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?  No / Non  Yes / Oui  
If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité :

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?  No / Non  Yes / Oui  
Short Title(s) of material / Titre(s) abrégé(s) du matériel :  
Document Number / Numéro du document :

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)**

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"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET- SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:  
Commentaires spéciaux: \_\_\_\_\_

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?  No / Non  Yes / Oui  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté?  No / Non  Yes / Oui

**PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)**

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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?  No / Non  Yes / Oui

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?  No / Non  Yes / Oui

**PRODUCTION**

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?  No / Non  Yes / Oui

**INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)**

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?  No / Non  Yes / Oui

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?  No / Non  Yes / Oui

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
UNCLASSIFIED



COMMON-PS-SRCL#2



Contract Number / Numéro du contrat 20211026LG2
Security Classification / Classification de sécurité UNCLASSIFIED

**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 / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET / COMSEC TRÈS SECRET	PROTECTED / PROTÉGÉ			SECRET	TOP SECRET / TRÈS 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 indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

***SRCL Signature page was intentionally excluded***

## ANNEX E - COVID-19 VACCINATION REQUIREMENT CERTIFICATION

I, \_\_\_\_\_ (*first and last name*), as the representative of  
\_\_\_\_\_ (*name of business*) pursuant to **1000237852**, 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.