



Statement of Work for the Category 1B Purchasing Project for PAL 2021-2022 Projects

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1. Project Objective

Office Furniture SA Category 1B and Non-SA for various projects.

2. Contextual Statement

- 2.1 The supplier must manufacture, deliver and install furniture found in SA Category 1B as well as non-SA.
The details of the parts required and the quantities are found in [section 3.6. Other details concerning the product specifications](#)
- 2.2 The deliveries and installation work will take place at three (3) different sites.
The addresses of the sites and the delivery contacts are found in [section 5. Addresses of the Sites Affected by This Statement](#)
- 2.3 The supplier must dispatch with the packaging for all sites where installation is requested. The supplier must have the equipment and handling required to perform the installation work within the required deadlines.
No installation equipment or any personnel will be supplied by Employment and Social Development Canada (ESDC) to accomplish the installation.

3. Scope of Work

- 3.1 The supplier must supply and deliver the following items (see the table below).
- 3.2 The supplier will be responsible for assembling all the furniture. It is not possible to leave the furniture and the materials on site in advance (no storage space).
- 3.3 All the furniture must be supplied with the necessary hardware for its installation.
- 3.4 The supplier who was awarded the contract must inspect the furniture, note the deficiencies and inform the person responsible on site.
- 3.5 The details of the deliveries and the installations required are found in [section 3.6 Other details concerning the product specifications](#)

Writing tables Length 72 Depth 24 Height 29
1bFFHREL24L72WNOLNY
Important: See the specifications for each site (section 3.6)
Mobile pedestals WITH cushion Length 15 Depth 24 Height 23
1bSPBMCAA1524XXYKXX
Important: See the specifications for each site (section 3.6)
Mobile pedestals WITHOUT cushion Length 15 Depth 18 Height 23
1bSBBMCAL1518XXXKXX
Important: See the specifications for each site (section 3.6)

<p>Long credenza Length 90 Depth 24 Height 28</p>
<p>Non-SA</p>
<p>Important: See the specifications for each site (<i>section 3.6</i>)</p>
<p>Short credenza Length 90 Depth 24 Height 28 Non-SA</p>
<p>Important: See the specifications for each site (<i>section 3.6</i>)</p>
<p>Tables for printer Width 30 Depth 24 Height 18</p>
<p>Important: See the specifications for each site (<i>section 3.6</i>)</p>
<p>Kitchenette tables Length 30 Depth 30 Height 29</p>
<p>Important: See the specifications for each site (<i>section 3.6</i>)</p>





3.6 Other details concerning the product specifications

			LAVAL As soon as possible, no later than March 31, 2022	ST-LÉONARD April-May 2022 (to be confirmed)	ST-JÉRÔME As soon as possible, no later than March 31, 2022
Writing tables	1bFFHREL24L72WNOLNY	Surface: regular rectangle, maple finish Dimensions: 72" wide x 24" deep x 29" high Base: column stand, black finish Characteristics and accessories: WITHOUT wireway hole, WITHOUT wire support, WITHOUT modesty/privacy panel, WITHOUT connections for power supply or data	2	2	
Mobile pedestals	1bSPBMCAA1524XXYKXX	Format: Painted metal pedestal with two drawers, box/filing cabinet style Dimensions: 15" wide x 24" deep x 23" high Characteristics and accessories: WITH cushion, WITH keyed lock, WITH casters	22	18	
Mobile pedestals	1bSBBMCAL1518XXXXKXX	Format: Painted metal pedestal with two regular drawers/1 file drawer Dimensions: 15" wide x 18" deep x 23" high Characteristics and accessories: WITHOUT cushion, WITH keyed lock, WITH casters	16	9	
Long credenza	Non-SA	Format: Credenza with three double-door cabinets, laminate Dimensions: 90" long x 24" deep x 28" high Characteristics and accessories: WITH keyed locks, WITH laminate-finish shelf on top	1		

Short credenza	Non-SA	Format: Credenza with one double-door cabinet, laminate Dimensions: 30" long x 24" deep x 28" high Characteristics and accessories: WITH keyed locks, WITH laminate-finish shelf on top	1	2	1
Tables for printer	Non-SA	18" high x 30" wide x 24" deep 4 column legs Must be sturdy to support a printer			3
Kitchenette tables	1bFFHREL30L30WNOLNY	Surface: regular square, WHITE finish Dimensions: 30" wide x 30" deep x 29" high Base: four feet, black finish Characteristics and accessories: WITHOUT wireway holes, WITHOUT wire support, WITHOUT modesty/privacy panel, WITHOUT connections for power supply or data		7	





4. Quantities required by site and delivery date

- 4.1 The supplier must deliver the products by the deadlines indicated in the table for each site.
- 4.2 **The supplier must deliver and install the furniture on the different sites after 4 p.m. or on the weekend.**
- 4.3 The supplier must confirm at least ten (10) business days in advance with the delivery contact of each site to ensure the delivery date is still suitable and to give notice of delivery.

5 Addresses of the Sites Affected by This Statement

Location / Lieu	Street / Rue	Postal Code Postal	City / Ville	Contact on Site
LAVAL SCC <i>(in the Méga Center Notre-Dame)</i>	2214 Desserte West Street	H7X 4B6	LAVAL, QC	TO BE CONFIRMED
ST-LÉONARD SCC	5935 Boulevard des Grandes-Prairies	H1P 1A5	SAINT-LÉONARD, QC	TO BE CONFIRMED
ST-JÉRÔME SCC	339, Boulevard Jean-Paul-Hogue , Suite 100	J7Z 7A5	SAINT-JÉRÔME, QC	TO BE CONFIRMED

6 Warranty

- 6.1 All the products and their parts must be adequately attached, have retained their shape and have remained intact throughout the lifecycle covered by the warranty, in the context of normal use.
- 6.2 Replacement component must be supplied to replace their parts that prove defective during the warranty.

7 Presentation of the Bid

The bid must be broken down as follows:

1. Furniture cost – Laval
Delivery - Laval
Installation - Laval
2. Furniture cost – St-Léonard
Delivery – St-Léonard
Installation – St-Léonard
3. Furniture cost – St-Jérôme
Delivery – St-Jérôme
Installation – St-Jérôme

At the end of the work, the supplier will send the invoice to gc-dgfa-installation@hrsdc-rhdcc.gc.ca