



## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

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

1713 Bedford Row

Halifax, N.S./Halifax, (N.É.)

Halifax

Nova Scotia

B3J 1T3

Bid Fax: (902) 496-5016

## REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

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

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

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

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

### Comments - Commentaires

### Vendor/Firm Name and Address

### Raison sociale et adresse du

### fournisseur/de l'entrepreneur

### Issuing Office - Bureau de distribution

Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions

1713 Bedford Row

Halifax, N.S./Halifax, (N.É.)

Halifax

Nova Scot

B3J 1T3

<b>Title - Sujet</b> Conference&Guest Seat Bed Row fitup	
<b>Solicitation No. - N° de l'invitation</b> EB129-230063/A	<b>Date</b> 2022-06-29
<b>Client Reference No. - N° de référence du client</b> EB129-23-0063	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-412-11543	
<b>File No. - N° de dossier</b> HAL-2-89017 (412)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Atlantic Daylight Saving Time ADT <b>on - le 2022-07-19</b> Heure Avancée de l'Atlantique HAA	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Sheppard, Tara	<b>Buyer Id - Id de l'acheteur</b> hal412
<b>Telephone No. - N° de téléphone</b> (709) 640-6581 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> PWGSC/TPSGC DOMINION PUBLIC BUILDING BEDFORD ROW HALIFAX NOVA SCOTIA B3J 3C9 CANADA	

Instructions: See Herein

Instructions: Voir aux présentes

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

---

## TABLE OF CONTENTS

<b>PART 1 - GENERAL INFORMATION .....</b>	<b>2</b>
1.1 SECURITY REQUIREMENTS .....	2
1.2 REQUIREMENT .....	2
1.3 GENERAL OR PROCUREMENT STRATEGY FOR INDIGENOUS BUSINESS (PSIB) .....	2
1.4 CANADIAN CONTENT .....	3
1.5 DEBRIEFINGS .....	3
1.6 CANADA POST CORPORATION'S (CPC) CONNECT SERVICE .....	3
<b>PART 2 - BIDDER INSTRUCTIONS .....</b>	<b>3</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS .....	3
2.2 SUBMISSION OF BIDS .....	3
2.3 ENQUIRIES - BID SOLICITATION .....	4
2.4 BID CHALLENGE AND RECOURSE MECHANISMS .....	4
<b>PART 3 - BID PREPARATION INSTRUCTIONS .....</b>	<b>5</b>
3.1 BID PREPARATION INSTRUCTIONS .....	5
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION .....</b>	<b>6</b>
4.1 EVALUATION PROCEDURES .....	6
4.2 BASIS OF SELECTION .....	6
<b>PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION .....</b>	<b>6</b>
5.1 CERTIFICATIONS REQUIRED WITH THE BID .....	6
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION .....	7
<b>PART 6 - RESULTING CONTRACT CLAUSES .....</b>	<b>9</b>
6.1 SECURITY REQUIREMENTS .....	9
6.2 REQUIREMENT .....	9
6.3 STANDARD CLAUSES AND CONDITIONS .....	10
6.4 TERM OF CONTRACT .....	10
6.5 AUTHORITIES .....	11
6.6 PAYMENT .....	12
6.7 INVOICING INSTRUCTIONS .....	12
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION .....	13
6.9 APPLICABLE LAWS .....	13
6.10 PRIORITY OF DOCUMENTS .....	13
6.11 ACCESS TO FACILITIES AND EQUIPMENT .....	13
6.12 CANADA'S FACILITIES TO ACCOMMODATE THE DELIVERY .....	13
6.13 STANDARD FINISHES .....	14
6.14 SACC MANUAL CLAUSES .....	14
<b>ANNEX A - REQUIREMENT .....</b>	<b>15</b>
<b>ANNEX B - BASIS OF PAYMENT .....</b>	<b>ERROR! BOOKMARK NOT DEFINED.</b>
<b>ANNEX B - BASIS OF PAYMENT .....</b>	<b>24</b>
<b>ANNEX C - SECURITY REQUIREMENTS CHECKLIST .....</b>	<b>49</b>

---

## 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 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 Indigenous Business (PSIB)<sup>1</sup>

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).

☒ PSIB Stream Procurement

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

This procurement is set aside from the international trade agreements under the provision each has for measures with respect to Aboriginal peoples or for set-asides for small and minority businesses.

---

<sup>1</sup> Procurement Strategy for Indigenous Business (PSIB) replaces Procurement Strategy for Aboriginal Business (PSAB)

---

Further to Article 800 of the Canadian Free Trade Agreement (CFTA), CFTA does not apply to this procurement.

#### 1.4 Canadian Content

The requirement is limited to Canadian goods.

#### 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 Canada Post Corporation's (CPC) Connect service

This bid solicitation allows Bidders to use the CPC Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

### 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](#) (2022-03-29) 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: 90 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

##### 1. CPC

---

Bids may be submitted by using the [CPC Connect service](#) provided by Canada Post Corporation.

For Bidders choosing to submit using CPC Connect for bids closing at the Bid Receiving Unit in Nova Scotia the email address is:

[TPSGC.RARceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RARceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca)

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

## 2. Bid Receiving Unit/date

Bids must be submitted only to the Bid Receiving Unit by the date, time and place indicated in the bid solicitation.

Bid Receiving Public Works and Government Services Canada / Réception des soumissions  
Travaux publics et services gouvernementaux  
1713 Bedford Row  
Halifax, NS B3J 1T3

Facsimile number: (902) 496-5016

### 2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 7 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

- If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. The CPC Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

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

- If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid (1 hard copy)  
Section II: Financial Bid (1 hard copy)  
Section III: Certifications and Additional Information (1 hard copy)

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

Canada requests that Bidders follow the format instructions described below in the preparation of hard copy of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, Bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

#### 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.
- (c) The evaluation team will determine if there are two (2) or more bids with a valid Canadian content certification with the bids coming from two or more Bidders that are not affiliated within the meaning used in the *Competition Act*, R.S.C., 1985, c. C-34. In that event, only those bids with a valid certification will be eligible to be awarded a contract; otherwise, all bids will be eligible. If at any point in the evaluation process it is found, whether by determination of invalidity of certifications, determination that bids are non-responsive or withdrawal of bids by Bidders, that there are no longer two (2) or more responsive bids with a valid certification, then all responsive bids will be eligible to be awarded a contract. Canada may conduct the validation of Canadian content certifications at any time in the evaluation process including doing so concurrently with other steps.

#### **4.1.1 Financial Evaluation**

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

4.2 Basis of Selection A bid must comply with all requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

## **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/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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

### **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.

\_\_\_\_\_  
Signature of Authorized Vendor Representative

\_\_\_\_\_  
Date

**5.2.2.2 Canadian Content Certification**

This procurement is limited to Canadian goods.

Bidders must clearly identify below which items meet the definition of Canadian goods and complete the certification below.

TC1: \_\_\_\_\_  
TC1.1: \_\_\_\_\_  
TC2: \_\_\_\_\_  
TC3: \_\_\_\_\_  
TC3.1: \_\_\_\_\_  
TC5: \_\_\_\_\_  
TC7: \_\_\_\_\_  
TC7.1: \_\_\_\_\_  
TC8: \_\_\_\_\_

The Bidder certifies that:

( ) the item(s) offered and identified as Canadian goods are Canadian goods as defined in paragraph 1 of clause [A3050T](#).

**5.2.3.1.1 SACC Manual clause [A3050T](#) (2020-07-01) Canadian Content Definition**

**5.2.2.3 Indigenous Business Certification**

1. The Contractor warrants that its certification of compliance is accurate and complete and in accordance with the "Requirements for the Set-aside Program for Indigenous Business" detailed in [Annex 9.4](#) of the *Supply Manual*.
2. The Contractor must keep proper records and documentation relating to the accuracy of the certification provided to Canada. The Contractor must obtain the written consent of the Contracting Authority before disposing of any such records or documentation before the expiration of six years after final payment under the Contract, or until settlement of all outstanding claims and disputes, under the Contract, whichever is later. All such records and documentation must at all times during

the retention period be open to audit by the representatives of Canada, who may make copies and take extracts. The Contractor must provide all reasonably required facilities for any audits.

3. Nothing in this clause must be interpreted as limiting the rights and remedies which Canada may otherwise have pursuant to the Contract.

## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

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

#### SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

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 site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CSP, PWGSC, the Contractor personnel MAY NOT ENTER sites without an escort.
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 C;
  - 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

---

☒ PSIB<sup>2</sup> 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](#) (2022-01-28), 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 Delivery Date

All the deliverables must be received as indicated at Annex A.

---

<sup>2</sup> Procurement Strategy for Indigenous Business (PSIB) replaces Procurement Strategy for Aboriginal Business (PSAB)

Standard Lead time is between 6-10 weeks for furniture delivery and installation.

#### 6.4.3 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.

#### 6.4.4 Delivery and Installation Points Location(s)

Delivery and Installation of the requirement will be made at the point(s) specified at Annex A 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: Tara Sheppard  
Title: Supply Specialist  
Department: Public Services and Procurement Canada  
Address: 1713 Bedford Row  
Halifax, NS

Telephone: 709-640-6581  
E-mail address: [tara.sheppard@pwgsc-tpsgc.gc.ca](mailto:tara.sheppard@pwgsc-tpsgc.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)*

##### Project Authority

██████████
██████████████████
██████████████████████████████
██████████████████████████████
██████████

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 a firm lot price or firm unit 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 H1001C (2008-05-12) Multiple 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. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

## **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 SACC Manual Clauses**

SACC Manual clause [A3000C](#) (2022-05-12), Indigenous Business Certification  
SACC Manual clause [A3060C](#) (2008-05-12), Canadian Content Certification

## **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 (2022-01-28) – General Conditions: Goods (Medium Complexity);
- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Security Requirement;
- (g) the Contractor's bid dated \_\_\_\_\_.

## **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.

## **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 [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

### Sub-section 1: TC1 & TC1.1

### Table A1a: Rotary chair TC1

### Chair Builder

**Procurement Stream:**

☐ General ☒ Procurement Strategy for Aboriginal Business (PSAB)

---

**Choose Chair Type**

Rotary Chair (Task Chair) ▼

Defining your chairs

**Quantity**

148

Output the Fact Sheet



**Weight Capacity:** Up to 275lbs

**A: Backrest Height**  
Standard = height between 450 mm (17.7 in.) to 660 mm (25.9 in.)

**B: Headrest**  
Not available

**C: Lumbar Support**  
**See Additional Criteria**

Between 150 mm (5.9 in.) to 250 mm (9.8 in.)

**D: Armrests**  
Adjustable Style: Cantilever  
Height: Min. 63mm (2.5 in.) adjustment range from 176mm (6.9") to 289mm (11.4")  
Lateral Adjustment: 76mm (3"), adjustment range from 433mm (17.4in.) to 493mm (13.4in.) with >=43mm (1.7") inward from 493mm (19.4")

**E: Seat Depth**  
Adjustable (Seat Slide)  
Min. 50 mm (2in.) adjustment within the range 420mm (16.5 in.) to 460mm (18.1 in.)

**F: Seat Width**  
Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

**G: Seat Height**  
Adjustable Standard Range: ≤ 417mm (16.4") to ≥ 512mm (20.2")

**H: Tilt Mechanism**  
Weight Activated Tension

**I: Seat and Backrest Locks**  
No preference

**J: Casters**  
Carpet

**L: Foot Ring**  
Not available

-----Other Criteria-----

**Upholstery**  
Backrest: Mesh  
Seat: Fabric

A: Backrest Height

☒ Standard

☐ High

C: Lumbar Support

☒ Fixed See Additional Criteria

☐ Adjustable: Up/Down

☐ Adjustable: In/Out

D: Armrests

☐ Fixed

☒ Adjustable

☐ None

Style

☐ T-Arm

☒ Cantilever

☐ Loop

E: Seat Depth

☒ Adjustable

☐ Fixed

F: Seat Width

Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

G: Seat Height

☐ Fixed

☒ Adjustable - Standard

☐ Adjustable - Low

H: Tilt Mechanism

☐ Synchro tilt

☐ Unison tilt

☐ Back tilt

☒ Weight Activated Tension

J: Casters

☒ Carpet

☐ Hard surface

Other Criteria

**Upholstery: Backrest**

☐ Fabric

☒ Mesh

☐ Flex Back/Poly

☐ Other

**Upholstery: Seat**

☒ Fabric

☐ Mesh

☐ Other

**Environmental Standards**

**(BIFMA e3) [\(More information\)](#)**

☐ Level 1

☐ Level 2

☒ Level 3

**Additional Criteria**

- Chair must be ANSI BIFMA E3 Level 3
- Form Sensing Mesh / Flex Mesh Back providing Lumbar Support
- Self-Adjusting Mechanism with Weight Activated Tension and Recline
- Must be available in a Larger Occupant Sized Model (TC1.1) up to 400 Pounds within the same series





Sub-section 2: TC2

Table A2: Conference Chair TC2

Chair Builder

Procurement Stream:

☐ General ☒ Procurement Strategy for Aboriginal Business (PSAB)

Choose Chair Type

Conference Chair

Defining your chairs

Quantity

18

Output the Fact Sheet



Style to be similar to photo

Chair Builder Criteria

A: Backrest Height

☒ Standard  
☐ High

C: Lumbar Support

☒ Fixed  
☐ Adjustable: Up/Down  
☐ Adjustable: In/Out

D: Armrests

☒ Fixed  
☐ Adjustable  
☐ None

Style

☐ T-Arm  
☐ Cantilever  
☒ Loop **\*\*Solid arm as per photo above**

E: Seat Depth

☐ Adjustable  
☒ Fixed

☐ Shallow  
☒ Medium  
☐ Deep

F: Seat Width

Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

G: Seat Height

☐ Fixed  
☒ Adjustable - Standard  
☐ Adjustable - Low

H: Tilt Mechanism

☐ Synchro tilt  
☒ ~~Unison-tilt~~ **No tilt required**  
☐ Back tilt  
☐ Weight Activated Tension

I: Seat and Backrest Locks

☒ Setup Position  
☐ Multiple Positions

J: Casters

☒ Carpet  
☐ Hard surface

Weight Capacity:

Up to 275lbs

A: Backrest Height

Standard = height between 450 mm (17.7 in.) to 660 mm (25.9 in.)

B: Headrest

Not available

C: Lumbar Support

Fixed

Between 150 mm (5.9 in.) to 250 mm (9.8 in.)

D: Armrests

Fixed Style: Loop **\*\*Solid arm as per photo above**

Height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)

E: Seat Depth

Fixed: Medium

Greater than 420mm (16.5 in.) to 460mm (18.1 in.)

F: Seat Width

Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

G: Seat Height

Adjustable Standard Range: ≤ 417mm (16.4") to ≥ 512mm (20.2")

H: Tilt Mechanism

~~Unison-tilt~~ **\*No tilt required**

I: Seat and Backrest Locks

Setup Position

J: Casters

Carpet

L: Foot Ring

Not available

-----Other Criteria-----

Upholstery

Backrest: Fabric

Seat: Fabric

Other Criteria

Upholstery: Backrest

☒ Fabric  
☐ Mesh  
☐ Flex Back/Poly  
☐ Other

Upholstery: Seat

☒ Fabric  
☐ Mesh  
☐ Other

Environmental Standards

(BIFMA e3) (More information)

☐ Level 1  
☒ Level 2  
☐ Level 3

Additional Criteria

- Back rest style to be square / rectangular  
- Rate for weights of up to 350 lbs  
- 360 degree rotation

Sub-section 3: TC3 & TC3.1

Table A3a: Rotary Chair TC3

Chair Builder

Procurement Stream:

☐ General

☒ Procurement Strategy for Aboriginal Business (PSAB)

Choose Chair Type

Rotary Chair (Task Chair)

Defining your chairs

Quantity

54

Output the Fact Sheet

Chair Builder Criteria

A: Backrest Height

☒ Standard

☐ High

C: Lumbar Support

☒ Fixed

☐ Adjustable: Up/Down

☐ Adjustable: In/Out

D: Armrests

☒ Fixed

☐ Adjustable

☐ None

E: Seat Depth

☐ Adjustable

☒ Fixed

Style

☒ T-Arm

☐ Cantilever

☐ Loop

F: Seat Width

Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

G: Seat Height

☐ Fixed

☒ Adjustable - Standard

☐ Adjustable - Low

H: Tilt Mechanism

☐ Synchro tilt

☒ Unison tilt

☐ Back tilt

☐ Weight Activated Tension

I: Seat and Backrest Locks

☒ Setup Position

☐ Multiple Positions

J: Casters

☒ Carpet

☐ Hard surface

L: Tilt Mechanism

Unison tilt

M: Seat and Backrest Locks

Setup Position

N: Casters

Carpet

O: Foot Ring

Not available

Other Criteria

Upholstery: Backrest

☐ Fabric

☒ Mesh

☐ Flex Back/Poly

☐ Other

Upholstery: Seat

☒ Fabric

☐ Mesh

☐ Other

Environmental Standards

(BIFMA e3) (More information)

☐ Level 1

☒ Level 2

☐ Level 3

Additional Criteria

- Back rest style to be square / rectangular

**Weight Capacity:**  
Up to 275lbs

**A: Backrest Height**  
Standard = height between 450 mm (17.7 in.) to 660 mm (25.9 in.)

**B: Headrest**  
Not available

**C: Lumbar Support**  
Fixed  
Between 150 mm (5.9 in.) to 250 mm (9.8 in.)

**D: Armrests**  
Fixed Style: T-Arm  
Height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)

**E: Seat Depth**  
Fixed: Medium  
Greater than 420mm (16.5 in.) to 460mm (18.1 in.)

**F: Seat Width**  
Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

**G: Seat Height**  
Adjustable Standard Range: ≤ 417mm (16.4") to ≥ 512mm (20.2")

**H: Tilt Mechanism**  
Unison tilt

**I: Seat and Backrest Locks**  
Setup Position

**J: Casters**  
Carpet

**L: Foot Ring**  
Not available

-----Other Criteria-----

**Upholstery**  
Backrest: Mesh  
Seat: Fabric

Page 18 of - de 49

Table A3b: Rotary Chair Large Occupant TC3.1

Chair Builder

Procurement Stream:

☐ General ☒ Procurement Strategy for Aboriginal Business (PSAB)

Choose Chair Type

Rotary Chair large occupant [Defining your chairs](#)

Quantity

4

[Output the Fact Sheet](#)

Chair Builder Criteria

**A: Backrest Height**

☒ Standard

☐ High

**C: Lumbar Support**

☒ Fixed

☐ Adjustable: Up/Down

☐ Adjustable: In/Out

**D: Armrests**

☒ Fixed

☐ Adjustable

☐ None

**E: Seat Depth**

☐ Adjustable

☒ Fixed

**Style**

☒ T-Arm

☐ Cantilever

☐ Loop

**F: Seat Width**

Large Occupant models have a minimum width of 560mm (22 in.)

**G: Seat Height**

☐ Fixed

☒ Adjustable - Standard

☐ Adjustable - Low

**H: Tilt Mechanism**

☐ Synchro tilt

☒ Unison tilt

☐ Back tilt

☐ Weight Activated Tension

**I: Seat and Backrest Locks**

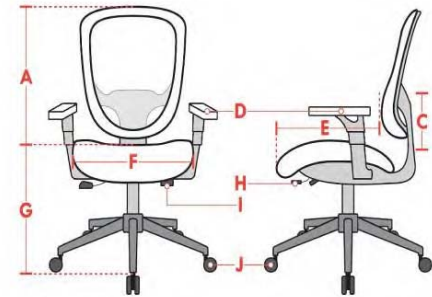
☒ Setup Position

☐ Multiple Positions

**J: Casters**

☒ Carpet

☐ Hard surface



**Weight Capacity:**  
Up to 400lbs

**A: Backrest Height**  
Standard = height between 450 mm (17.7 in.) to 660 mm (25.9 in.)

**B: Headrest**  
Not available

**C: Lumbar Support**  
Fixed  
Between 150 mm (5.9 in.) to 250 mm (9.8 in.)

**D: Armrests**  
Fixed Style: T-Arm  
Height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)

**E: Seat Depth**  
Fixed: Deep  
Greater than 460mm (18.1 in.)

**F: Seat Width**  
Large Occupant models have a minimum width of 560mm (22 in.)

**G: Seat Height**  
Adjustable Standard Range: ≤ 417mm (16.4") to ≥ 512mm (20.2")

**H: Tilt Mechanism**  
Unison tilt

**I: Seat and Backrest Locks**  
Setup Position

**J: Casters**  
Carpet

**L: Foot Ring**  
Not available

-----Other Criteria-----

**Upholstery**  
Backrest: Mesh  
Seat: Fabric

Other Criteria

**Upholstery: Backrest**

☐ Fabric

☒ Mesh

☐ Flex Back/Poly

☐ Other

**Upholstery: Seat**

☒ Fabric

☐ Mesh

☐ Other

Environmental Standards

(BIFMA e3) [\(More information\)](#)

☐ Level 1

☒ Level 2

☐ Level 3

Additional Criteria

- Must be from the same product series as TC3
- Back rest style to be square / rectangular

Sub-section 4: TC5

Table A4: Rotary Chair TC5

Chair Builder

Procurement Stream:

- ☐ General ☒ Procurement Strategy for Aboriginal Business (PSAB)

Choose Chair Type

Side Chair

Quantity

2

Output the Fact Sheet

Chair Builder Criteria

A: Backrest Height and Profile

- ☒ Standard = minimum height of 354mm (13.9 in.)  
☐ Other

B: Lumbar Support

- ☐ Yes  
☒ No

C: Armrest

- ☐ Fixed  
☒ None

E: Seat Depth

Fixed Seat Depth to be a min. of ≥ 381 mm (15")

F: Seat Height

Standard Range: ≤ 417mm (16.4") to ≥ 512mm (20.2")

G: Base Style

- ☒ Legs(4post)  
☐ Sled  
☐ Cantilever  
☐ Other

- ☐ Casters  
☒ Glides

Stacking

- ☐ Stacking  
☒ Non-Stacking  
☐ Nesting

Finishes: Backrest

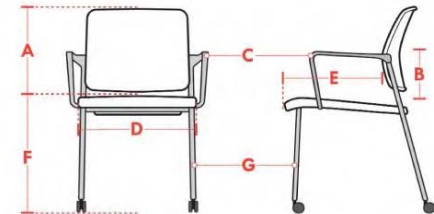
- ☒ Upholstery  
☐ Breathable Material (mesh)  
☐ Wood  
☐ Polymer

Finishes: Seat

- ☐ Wood  
☒ Upholstery  
☐ Breathable Material (mesh)

Finishes: Other

- ☒ Molded Polymer See Additional Criteria  
☐ Bent Plywood



A: Backrest Height

Standard = Minimum height of 354mm (13.9")

B: Lumbar Support

No

C: Armrest

None

D: Seat Width

≥ 400mm (15.7")

E: Seat Depth

Fixed Seat Depth to be a min. of ≥ 381 mm (15")

F: Seat Height

Standard Range: ≤ 417mm (16.4") to ≥ 512mm (20.2")

G: Base Style

Legs (4 post): Glides

-----Other Criteria-----

Stacking

Non-Stacking

Finishes: Backrest

Upholstery

Finishes: Seat

Upholstery

Finishes: Other

Molded Polymer See Additional Criteria  
Level 2

Additional Criteria

- Back rest style to be square / rectangular - Fully upholstered back / no exposed frame similar to photo - Swivel base



Finishes: Other

Environmental Standards

(BIFMA e3) (More information)

- ☐ Level 1  
☒ Level 2  
☐ Level 3

Additional Criteria

- Back rest style to be square / rectangular  
- Fully upholstered back / no exposed frame similar to photo  
- Swivel base

Sub-section 5: TC7 & TC7.1

Table A5a: Conference Chair TC7

Chair Builder

Procurement Stream:

☐ General ☒ Procurement Strategy for Aboriginal Business (PSAB)

Choose Chair Type

Conference Chair

Defining your chairs

Quantity

28

Output the Fact Sheet

Chair Builder Criteria

A: Backrest Height

☐ Standard  
☒ High

B: Headrest

☒ No  
☐ Yes

C: Lumbar Support

☐ Fixed  
☒ Adjustable: Up/Down  
☐ Adjustable: In/Out

D: Armrests

☒ Fixed  
☐ Adjustable  
☐ None

Style

☐ T-Arm  
☐ Cantilever  
☒ Loop

E: Seat Depth

☐ Adjustable  
☒ Fixed

☐ Shallow  
☒ Medium  
☐ Deep

F: Seat Width

Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

G: Seat Height

☐ Fixed  
☒ Adjustable - Standard  
☐ Adjustable - Low

H: Tilt Mechanism

☒ Synchro tilt  
☐ Unison tilt  
☐ Back tilt  
☐ Weight Activated Tension

I: Seat and Backrest Locks

☐ Setup Position  
☒ Multiple Positions

J: Casters

☒ Carpet  
☐ Hard surface

Other Criteria

Upholstery: Backrest

☒ Fabric  
☐ Mesh  
☐ Flex Back/Poly  
☐ Other

Upholstery: Seat

☒ Fabric  
☐ Mesh  
☐ Other

Environmental Standards

(BIFMA e3) (More information)

☐ Level 1  
☒ Level 2  
☐ Level 3

Additional Criteria

- Fully upholstered back similar to photo  
- Back rest style to be square / rectangular

- Must be from the same product series as TC7.1



Weight Capacity:

Up to 275lbs

A: Backrest Height

High = height greater than 660 mm (25.9 in.)

B: Headrest

No

C: Lumbar Support

Adjustable = (Up and Down)

Min. 50 mm (2 in.) adjustment range from 150 mm (5.9 in.) to 250 mm (9.8 in.) for height

D: Armrests

Fixed Style: Loop

Height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)

E: Seat Depth

Fixed: Medium

Greater than 420mm (16.5 in.) to 460mm (18.1 in.)

F: Seat Width

Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

G: Seat Height

Adjustable Standard Range: ≤ 417mm (16.4") to ≥ 512mm (20.2")

H: Tilt Mechanism

Synchro tilt

I: Seat and Backrest Locks

Multiple Positions

J: Casters

Carpet

L: Foot Ring

Not available

-----Other Criteria-----

Upholstery

Backrest: Fabric

Seat: Fabric

Additional Criteria:



Table A5b: Conference Chair Large Occupant TC7.1

Chair Builder

Procurement Stream:

☐ General

☒ Procurement Strategy for Aboriginal Business (PSAB)

Choose Chair Type

Conference Chair

Defining your chairs

Quantity

4

Output the Fact Sheet



Chair Builder Criteria

**A: Backrest Height**

☐ Standard

☒ High

**B: Headrest**

☒ No

☐ Yes

**C: Lumbar Support**

☐ Fixed

☒ Adjustable: Up/Down

☐ Adjustable: In/Out

**D: Armrests**

☒ Fixed

☐ Adjustable

☐ None

**Style**

☐ T-Arm

☐ Cantilever

☒ Loop

**E: Seat Depth**

☐ Shallow

☐ Medium

☒ Deep

☐ Adjustable

☒ Fixed

**F: Seat Width**

Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

**G: Seat Height**

☐ Fixed

☒ Adjustable - Standard

☐ Adjustable - Low

**H: Tilt Mechanism**

☒ Synchro tilt

☐ Unison tilt

☐ Back tilt

☐ Weight Activated Tension

**I: Seat and Backrest Locks**

☐ Setup Position

☒ Multiple Positions

**J: Casters**

☒ Carpet

☐ Hard surface

**Weight Capacity:**

Up to 275lbs

**A: Backrest Height**

High = height greater than 660 mm (25.9 in.)

**B: Headrest**

No

**C: Lumbar Support**

Adjustable = (Up and Down)  
Min. 50 mm (2 in.) adjustment range from 150 mm (5.9 in.) to 250 mm (9.8 in.) for height

**D: Armrests**

Fixed Style: Loop  
Height range between 200 mm (7.9 in.) to 250 mm (9.8 in.)

**E: Seat Depth**

Fixed: Deep  
Greater than 460mm (18.1 in.)

**F: Seat Width**

Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

**G: Seat Height**

Adjustable Standard Range: ≤ 417mm (16.4") to ≥ 512mm (20.2")

**H: Tilt Mechanism**

Synchro tilt

**I: Seat and Backrest Locks**

Multiple Positions

**J: Casters**

Carpet

**L: Foot Ring**

Not available

-----Other Criteria-----

**Upholstery**

Backrest: Fabric

Seat: Fabric

Other Criteria

**Upholstery: Backrest**

☒ Fabric

☐ Mesh

☐ Flex Back/Poly

☐ Other

**Upholstery: Seat**

☒ Fabric

☐ Mesh

☐ Other

**Environmental Standards**

(BIFMA e3) [\(More information\)](#)

☐ Level 1

☒ Level 2

☐ Level 3

Additional Criteria

- Fully upholstered back similar to photo

- Back rest style to be square / rectangular

- Large Occupant - chair to be rated for 350 lbs +

- Must be available from the same product series as TC7

Page 22 of - de 49

Sub-section 6: TC8

Table A6: Conference Chair TC8

Chair Builder

Procurement Stream:

☐ General ☒ Procurement Strategy for Aboriginal Business (PSAB)

Choose Chair Type

Conference Chair

Quantity

24

[Output the Fact Sheet](#)



Chair Builder Criteria

A: Backrest Height

☒ Standard  
☐ High

C: Lumbar Support

☒ Fixed  
☐ Adjustable: Up/Down  
☐ Adjustable: In/Out

D: Armrests

☐ Fixed  
☐ Adjustable  
☒ None

E: Seat Depth

☐ Shallow  
☒ Medium  
☐ Deep  
☐ Adjustable  
☒ Fixed

F: Seat Width

Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

G: Seat Height

☐ Fixed  
☒ Adjustable - Standard  
☐ Adjustable - Low

H: Tilt Mechanism

☐ Synchro tilt  
☐ Unison tilt  
☐ Back tilt  
☐ Weight Activated Tension  
\*See Additional Criteria

J: Casters

☒ Carpet  
☐ Hard surface

Weight Capacity:

Up to 275lbs

A: Backrest Height

Standard = height between 450 mm (17.7 in.) to 660 mm (25.9 in.)

B: Headrest

Not available

C: Lumbar Support

Fixed

Between 150 mm (5.9 in.) to 250 mm (9.8 in.)

D: Armrests

None

E: Seat Depth

Fixed: Medium

Greater than 420mm (16.5 in.) to 460mm (18.1 in.)

F: Seat Width

Standard rotary chairs and stools have minimum width of 450mm (17.7 in.)

G: Seat Height

Adjustable Standard Range: ≤ 417mm (16.4") to ≥ 512mm (20.2")

H: Tilt Mechanism

\*See Additional Criteria

I: Seat and Backrest Locks

Setup Position

J: Casters

Carpet

L: Foot Ring

Not available

Other Criteria

Upholstery:

**Backrest**  
☒ Fabric  
☐ Mesh  
☐ Flex Back/Poly  
☐ Other

Upholstery: Seat

☒ Fabric  
☐ Mesh  
☐ Other

Environmental Standards

(BIFMA e3) [\(More information\)](#)

☐ Level 1  
☐ Level 2  
☒ Level 3



Additional Criteria

- Height adjustable 5 star base / tilt not required  
- Molded plastic seat and back c/w upholstered seat and back similar to photo above

-----Other Criteria-----

Upholstery

Backrest: Fabric  
Seat: Fabric



## 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".

### SUB-CATEGORY

Table 1: Summary of Chairs per Subcategory No. 1

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Table	Title	Qty	Supplier Part Number c/w series and manufacturer	Firm Unit Price \$	Extended Total [Qty x Price] \$
A1a	Rotary Chair TC1	148		\$	\$
A1b	Rotary Chair Large Occupant TC1.1	12		\$	\$
Subtotal Products:					\$

Table 2 – Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table A1	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
TC1	1713 Bedford Row  <b>Locations:</b> Floor 4: 37 Floor 5: 33 Floor 6: 40 Floor 7: 38	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
TC1.1	1713 Bedford Row  <b>Locations:</b>	2022-10-01 Pending construction	7am - 4:30pm weekdays		

	Floor 4: 3 Floor 5: 3 Floor 6: 3 Floor 7: 3	schedule and coordination with other furniture deliveries			
<p>*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5</p> <p>**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.</p>				Delivery Total:	\$

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table A1	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
TC1	<p>1713 Bedford Row</p> <p><b>Locations:</b> Floor 4: 37</p> <ul style="list-style-type: none"> <li>4056 (7), 4052 (4), 4053 (4), 4048 (11), 4043 (4), 4044 (3), 4041 (4)</li> </ul> <p>Floor 5: 33</p> <ul style="list-style-type: none"> <li>5028 (6), 5017-5015 (18), 5039 (9)</li> </ul> <p>Floor 6: 40</p> <ul style="list-style-type: none"> <li>6040 (4), 6038 (5), 6036 (6), 6034 (4), 6029 (3), 6021-6019 (18)</li> </ul> <p>Floor 7: 38</p> <ul style="list-style-type: none"> <li>7031 (7), 7030 (11), 7028 (1), 7023-7022 (19)</li> </ul> <p>See furniture floor plan for room locations</p> <p>All chairs to be placed at locations shown on floor plans</p>	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	<p>_____ : weeks from date of supply and delivery</p> <p><i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i></p>	\$
TC1.1	<p><b>Locations:</b> Floor 4: 3</p> <ul style="list-style-type: none"> <li>4056 (7), 4048 (1), 4044 (1)</li> </ul> <p>Floor 5: 3</p> <ul style="list-style-type: none"> <li>5017-5015 (2), 5039 (1)</li> </ul>	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	<p>_____ : weeks from date of supply and delivery</p> <p><i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i></p>	\$

	<p>Floor 6: 3</p> <ul style="list-style-type: none"> <li>6038 (1), 6021-6019 (2)</li> </ul> <p>Floor 7: 3</p> <ul style="list-style-type: none"> <li>7031 (1), 7030 (1), 7023-7022 (1)</li> </ul> <p>See furniture floor plan for room locations</p> <p>All chairs to be placed at locations shown on floor plans</p>				
<b>Include:</b>	<p>Provide virtual training (min of two sessions) c/w bilingual documentation on use of all task seating</p> <p>Include ergonomic features and adjustments</p>	<p>Post move-in / within four weeks of client move-in</p>		<p>Post move-in / within _____ weeks of client move-in</p>	\$
<p>*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5</p> <p>**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.</p>				<p>Installation Total:</p>	\$

**Table 4 – Optional Product** ☒ Not Applicable

**Table 5 – Optional Delivery** ☒ Not Applicable

**Table 6 – Optional Installation** ☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>	
1.1	<b>Supplier to identify and provide information on available fabrics as identified in Part 6 of this document.</b>	
	<p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
<b>2.</b>	<b>Canada's Facilities to Accommodate the Delivery</b> <i>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.</i> <i>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.</i>	
2.1	Loading Dock/Location	
A	Location	1713 Bedford Row Floors 4,5,6 & 7
B	Dock	Yes
C	Lift	There is no Lift. There is a Mechanical Dock Leveler. The dock leveler has a 25,000lb capacity. The dock leveler measures 6' X 6'.
D	Door	145" X 198"
E	Freight Elevator	There is a Service Elevator. Cab dimensions: depth: 52", width: 71", height: 93.5" Door opening dimensions: width: 52", height: 83" Weight capacity: 1134kg/2500lb
F	Other (specify, if any)	<ul style="list-style-type: none"> <li>Regular hours of operations for the project 7am - 4:30pm weekdays</li> <li>Deliveries - 5 ton truck only unless scheduled time in advance - construction container can be moved in advance. Note: Most 5 ton trucks are too large to fit into the loading dock due to height restrictions and the incline of the parking lot surface. Most all vehicles &lt; 5 ton can be accommodated by the loading dock. (3 ton trucks recommended)</li> <li>City Permit required for on-street deliveries</li> </ul>
<b>3.</b>	<b>Continuance of Certifications</b>	
	<p>The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of this request for bid.</p> <p>Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.</p>	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.4	Product Conformance	
3.5	Price Certification (In accordance with Part 6B of this document)	

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

1	<b>Firm</b> Product Total (Table 1)	\$
2	<b>Firm</b> Delivery Total (Table 2)	\$
3	<b>Firm</b> Installation Total (Table 3)	\$
4	<b>Optional</b> Product Total (Table 4) <i>(Applicable if Option is exercised)</i>	
5	<b>Optional</b> Delivery Total (Table 5) <i>(Applicable if Option is exercised)</i>	
6	<b>Optional</b> Installation Total (Table 6) <i>(Applicable if Option is exercised)</i>	
7	Hardware Total <i>(if Applicable)</i>	\$

Solicitation No. - N° de l'invitation  
EB129-230063  
Client Ref. No. - N° de réf. du client

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

Buyer ID - Id de l'acheteur  
HAL412  
CCC No./N° CCC - FMS No./N° VME

8	<b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6 + 7) [to be removed at contract award]</b>	\$
9	<b>Contract Price(1+2+3+7): [applicable at contract award only]</b>	\$
10	<b>Applicable Tax(es): [applicable at contract award only]</b>	\$
11	<b>Total Estimated Cost (9+10): [applicable at contract award only]</b>	\$

\* Applicable taxes extra.

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

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

## SUB-CATEGORY 2

**Table 1: Summary of Chairs per Subcategory No. 2**

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Table	Title	Qty	Supplier Part Number c/w series and manufacturer	Firm Unit Price \$	Extended Total [Qty x Price] \$
A2	Conference Chair T2	18		\$	\$
Subtotal Products:					\$

**Table 2 – Delivery**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table A2	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
TC2	1713 Bedford Row Floors  <b><u>Locations:</u></b> Floor 4: 12 Floor 5: 2 Floor 6: 4	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table A2	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
TC2	1713 Bedford Row Floors  <b><u>Locations:</u></b> Floor 4: 12 • 4025 (10), 4040 (2)  Floor 5: 2 • 5027 (2)	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$

	Floor 6: 4 • 6030 (4)  See furniture floor plan for room locations  All chairs to be placed at locations shown on floor plans				
*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

**Table 4 – Optional Product**    ☒ Not Applicable

**Table 5 – Optional Delivery**    ☒ Not Applicable

**Table 6 – Optional Installation**    ☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>	
1.1	<b>Supplier to identify and provide information on available fabrics as identified in Part 6 of this document.</b>	
	<p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
<b>2.</b>	<b>Canada's Facilities to Accommodate the Delivery</b> <i>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.</i> <i>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.</i>	
2.1	<b>Loading Dock/Location</b>	
A	Location	1713 Bedford Row Floors 4,5,6 & 7
B	Dock	Yes
C	Lift	There is no Lift. There is a Mechanical Dock Leveler. The dock leveler has a 25,000lb capacity. The dock leveler measures 6' X 6'.
D	Door	145" X 198"
E	Freight Elevator	There is a Service Elevator. Cab dimensions: depth: 52", width: 71", height: 93.5" Door opening dimensions: width: 52", height: 83" Weight capacity: 1134kg/2500lb
F	Other (specify, if any)	<ul style="list-style-type: none"> <li>Regular hours of operations for the project 7am - 4:30pm weekdays</li> <li>Deliveries - 5 ton truck only unless scheduled time in advance - construction container can be moved in advance. Note: Most 5 ton trucks are too large to fit into the loading dock due to height restrictions and the incline of the parking lot surface. Most all vehicles &lt; 5 ton can be accommodated by the loading dock. (3 ton trucks recommended)</li> <li>City Permit required for on-street deliveries</li> </ul>
<b>3.</b>	<b>Continuance of Certifications</b>	
	<p>The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of this request for bid.</p> <p>Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.</p>	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.4	Product Conformance	
3.5	Price Certification (In accordance with Part 6B of this document)	

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

1	<b>Firm</b> Product Total (Table 1)	\$
2	<b>Firm</b> Delivery Total (Table 2)	\$
3	<b>Firm</b> Installation Total (Table 3)	\$
4	<b>Optional</b> Product Total (Table 4) <i>(Applicable if Option is exercised)</i>	
5	<b>Optional</b> Delivery Total (Table 5) <i>(Applicable if Option is exercised)</i>	
6	<b>Optional</b> Installation Total (Table 6) <i>(Applicable if Option is exercised)</i>	



Solicitation No. - N° de l'invitation  
EB129-230063  
Client Ref. No. - N° de réf. du client

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

Buyer ID - Id de l'acheteur  
HAL412  
CCC No./N° CCC - FMS No./N° VME

7	Hardware Total <i>(if Applicable)</i>	\$
8	<b>Total Evaluated (Bid) Price*</b> (1 + 2 + 3 + 4 + 5 + 6 + 7) <i>[to be removed at contract award]</i>	\$
9	<b>Contract Price</b> (1+2+3+7): <i>[applicable at contract award only]</i>	\$
10	<b>Applicable Tax(es):</b> <i>[applicable at contract award only]</i>	\$
11	<b>Total Estimated Cost (9+10):</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:	
		E-Mail:	
		PBN:	
		Ariba #:	

### SUB-CATEGORY 3

**Table 1: Summary of Chairs per Subcategory No. 3**

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Table	Title	Qty	Supplier Part Number c/w series and manufacturer	Firm Unit Price \$	Extended Total [Qty x Price] \$
A3a	Rotary Chair TC3	54		\$	\$
A3b	Rotary Chair Large Occupant TC3.1	4		\$	\$
Subtotal Products:					\$

**Table 2 – Delivery**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table A3	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
<b>TC3</b>	1713 Bedford Row Floors  <u>Locations:</u> Floor 4: 45 Floor 6: 9	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
<b>TC3.1</b>	1713 Bedford Row Floors  <u>Locations:</u> Floor 4: 3 Floor 6: 1	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays		
*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours	Supplier will install as per below**	Firm Lot Price \$

Table A3			Or Outside Normal Business Hours *		
<b>TC3</b>	1713 Bedford Row <u><b>Locations:</b></u> Floor 4: 45 <ul style="list-style-type: none"><li>4027 (19), 4026 (15), 4029 (11)</li></ul> Floor 6: 9 <ul style="list-style-type: none"><li>6054 (9)</li></ul> See furniture floor plan for room locations All chairs to be placed at locations shown on floor plans	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	____ : weeks from date of supply and delivery <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
<b>TC3.1</b>	1713 Bedford Row <u><b>Locations:</b></u> Floor 4: 3 <ul style="list-style-type: none"><li>4027 (1), 4026 (1), 4029 (1)</li></ul> Floor 6: 1 <ul style="list-style-type: none"><li>6054 (1)</li></ul> See furniture floor plan for room locations All chairs to be placed at locations shown on floor plans	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays		
<b>Include:</b>	Provide virtual training (min of two sessions) c/w bilingual documentation on use of all task seating Include ergonomic features and adjustments	Post move-in / within four weeks of client move-in		Post move-in / within _____ weeks of client move-in	\$
*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

**Table 4 – Optional Product** ☒ Not Applicable

**Table 5 – Optional Delivery** ☒ Not Applicable

**Table 6 – Optional Installation** ☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>	
1.1	<b>Supplier to identify and provide information on available fabrics as identified in Part 6 of this document.</b>	
	<p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
<b>2.</b>	<b>Canada's Facilities to Accommodate the Delivery</b> <i>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.</i> <i>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.</i>	
2.1	Loading Dock/Location	
A	Location	1713 Bedford Row Floors 4,5,6 & 7
B	Dock	Yes
C	Lift	There is no Lift. There is a Mechanical Dock Leveler. The dock leveler has a 25,000lb capacity. The dock leveler measures 6' X 6'.
D	Door	145" X 198"
E	Freight Elevator	There is a Service Elevator. Cab dimensions: depth: 52", width: 71", height: 93.5" Door opening dimensions: width: 52", height: 83" Weight capacity: 1134kg/2500lb
F	Other (specify, if any)	<ul style="list-style-type: none"> <li>Regular hours of operations for the project 7am - 4:30pm weekdays</li> <li>Deliveries - 5 ton truck only unless scheduled time in advance - construction container can be moved in advance. Note: Most 5 ton trucks are too large to fit into the loading dock due to height restrictions and the incline of the parking lot surface. Most all vehicles &lt; 5 ton can be accommodated by the loading dock. (3 ton trucks recommended)</li> <li>City Permit required for on-street deliveries</li> </ul>
<b>3.</b>	<b>Continuance of Certifications</b>	
	<p>The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of this request for bid.</p> <p>Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.</p>	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.4	Product Conformance	
3.5	Price Certification (In accordance with Part 6B of this document)	

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

1	<b>Firm</b> Product Total (Table 1)	\$
2	<b>Firm</b> Delivery Total (Table 2)	\$
3	<b>Firm</b> Installation Total (Table 3)	\$
4	<b>Optional</b> Product Total (Table 4) <i>(Applicable if Option is exercised)</i>	
5	<b>Optional</b> Delivery Total (Table 5) <i>(Applicable if Option is exercised)</i>	
6	<b>Optional</b> Installation Total (Table 6) <i>(Applicable if Option is exercised)</i>	
7	Hardware Total <i>(if Applicable)</i>	\$
8	<b>Total Evaluated (Bid) Price*</b> (1 + 2 + 3 + 4 + 5 + 6 + 7) <i>[to be removed at contract]</i>	\$

Solicitation No. - N° de l'invitation  
EB129-230063  
Client Ref. No. - N° de réf. du client

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

Buyer ID - Id de l'acheteur  
HAL412  
CCC No./N° CCC - FMS No./N° VME

	<i>award]</i>	
9	<b>Contract Price(1+2+3+7):</b> <i>[applicable at contract award only]</i>	\$
10	<b>Applicable Tax(es):</b> <i>[applicable at contract award only]</i>	\$
11	<b>Total Estimated Cost (9+10):</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:	
		E-Mail:	
		PBN:	
		Ariba #:	

### SUB-CATEGORY 4

**Table 1: Summary of Chairs per Subcategory No. 4**

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Table	Title	Qty	Supplier Part Number c/w series and manufacturer	Firm Unit Price \$	Extended Total [Qty x Price] \$
A4	Rotary Chair TC5	2		\$	\$
Subtotal Products:					\$

**Table 2 – Delivery**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table A4	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
TC5	1713 Bedford Row Floors <u>Locations:</u> Floor 5: 2	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table A4	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
TC5	1713 Bedford Row Floors <u>Locations:</u> Floor 5: 2 • 5032 (2)  See furniture floor plan for	2022-10-01 Pending construction schedule and coordination with other	7am - 4:30pm weekdays	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and</i>	\$

Solicitation No. - N° de l'invitation  
**EB129-230063**  
 Client Ref. No. - N° de réf. du client

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

Buyer ID - Id de l'acheteur  
**HAL412**  
 CCC No./N° CCC - FMS No./N° VME

	room locations  All chairs to be placed at locations shown on floor plans	furniture deliveries		<i>installation.</i>	
*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

**Table 4 – Optional Product**      ☒ Not Applicable

**Table 5 – Optional Delivery**      ☒ Not Applicable

**Table 6 – Optional Installation**      ☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>	
1.1	<b>Supplier to identify and provide information on available fabrics as identified in Part 6 of this document.</b>	
	<p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada’s finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada’s choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
<b>2.</b>	<b>Canada’s Facilities to Accommodate the Delivery</b> <i>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.</i> <i>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.</i>	
2.1	<b>Loading Dock/Location</b>	
A	Location	1713 Bedford Row Floors 4,5,6 & 7
B	Dock	Yes
C	Lift	There is no Lift. There is a Mechanical Dock Leveler. The dock leveler has a 25,000lb capacity. The dock leveler measures 6’ X 6’.
D	Door	145” X 198”
E	Freight Elevator	There is a Service Elevator. Cab dimensions: depth: 52”, width: 71”, height: 93.5” Door opening dimensions: width: 52”, height: 83” Weight capacity: 1134kg/2500lb
F	Other (specify, if any)	<ul style="list-style-type: none"> <li>Regular hours of operations for the project 7am - 4:30pm weekdays</li> <li>Deliveries - 5 ton truck only unless scheduled time in advance - construction container can be moved in advance. Note: Most 5 ton trucks are too large to fit into the loading dock due to height restrictions and the incline of the parking lot surface. Most all vehicles &lt; 5 ton can be accommodated by the loading dock. (3 ton trucks recommended)</li> <li>City Permit required for on-street deliveries</li> </ul>
<b>3.</b>	<b>Continuance of Certifications</b>	
	<p>The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder’s members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of this request for bid.</p> <p>Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.</p>	
3.1	Integrity Provisions	
3.2	Federal Contractor’s Program for Employment Equity	
3.4	Product Conformance	
3.5	Price Certification (In accordance with Part 6B of this document)	

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

1	<b>Firm</b> Product Total (Table 1)	\$
2	<b>Firm</b> Delivery Total (Table 2)	\$
3	<b>Firm</b> Installation Total (Table 3)	\$
4	<b>Optional</b> Product Total (Table 4) <i>(Applicable if Option is exercised)</i>	
5	<b>Optional</b> Delivery Total (Table 5) <i>(Applicable if Option is exercised)</i>	
6	<b>Optional</b> Installation Total (Table 6) <i>(Applicable if Option is exercised)</i>	



Solicitation No. - N° de l'invitation  
EB129-230063  
Client Ref. No. - N° de réf. du client

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

Buyer ID - Id de l'acheteur  
HAL412  
CCC No./N° CCC - FMS No./N° VME

7	Hardware Total <i>(if Applicable)</i>	\$
8	<b>Total Evaluated (Bid) Price*</b> (1 + 2 + 3 + 4 + 5 + 6 + 7) <i>[to be removed at contract award]</i>	\$
9	<b>Contract Price</b> (1+2+3+7): <i>[applicable at contract award only]</i>	\$
10	<b>Applicable Tax(es):</b> <i>[applicable at contract award only]</i>	\$
11	<b>Total Estimated Cost (9+10):</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:	
		E-Mail:	
		PBN:	
		Ariba #:	

### SUB-CATEGORY 5

**Table 1: Summary of Chairs per Subcategory No. 5**

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Table	Title	Qty	Supplier Part Number c/w series and manufacturer	Firm Unit Price \$	Extended Total [Qty x Price] \$
A5a	Conference Chair TC7	28		\$	\$
A5b	Conference Chair Large Occupant TC7.1	4			
Subtotal Products:					\$

**Table 2 – Delivery**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table A5	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
TC7	1713 Bedford Row Floors <b><u>Locations:</u></b> Floor 7: 28	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	_____ : weeks <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
TC7.1	1713 Bedford Row Floors <b><u>Locations:</u></b> Floor 7: 4	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	_____ : weeks <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5				Delivery Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

**Table 3 – Installation**

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

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table A5	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
TC7	1713 Bedford Row Floors  <b>Locations:</b> Floor 7: 28 • 7045 (19), 7044 (9)  See furniture floor plan for room locations  All chairs to be placed at locations shown on floor plans	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
TC7.1	1713 Bedford Row Floors  <b>Locations:</b> Floor 7: 4 • 7045 (3), 7044 (1)  See furniture floor plan for room locations  All chairs to be placed at locations shown on floor plans	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

**Table 4 – Optional Product** ☒ Not Applicable

**Table 5 – Optional Delivery** ☒ Not Applicable

**Table 6 – Optional Installation** ☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>	
1.1	<b>Supplier to identify and provide information on available fabrics as identified in Part 6 of this document.</b>	
	<p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada’s finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada’s choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
<b>2.</b>	<b>Canada’s Facilities to Accommodate the Delivery</b> <i>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.</i> <i>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.</i>	
2.1	<b>Loading Dock/Location</b>	
A	Location	1713 Bedford Row Floors 4,5,6 & 7
B	Dock	Yes
C	Lift	There is no Lift. There is a Mechanical Dock Leveler. The dock leveler has a 25,000lb capacity. The dock leveler measures 6’ X 6’.
D	Door	145” X 198”
E	Freight Elevator	There is a Service Elevator. Cab dimensions: depth: 52”, width: 71”, height: 93.5” Door opening dimensions: width: 52”, height: 83” Weight capacity: 1134kg/2500lb
F	Other (specify, if any)	<ul style="list-style-type: none"> <li>Regular hours of operations for the project 7am - 4:30pm weekdays</li> <li>Deliveries - 5 ton truck only unless scheduled time in advance - construction container can be moved in advance. Note: Most 5 ton trucks are too large to fit into the loading dock due to height restrictions and the incline of the parking lot surface. Most all vehicles &lt; 5 ton can be accommodated by the loading dock. (3 ton trucks recommended)</li> <li>City Permit required for on-street deliveries</li> </ul>
<b>3.</b>	<b>Continuance of Certifications</b>	
	<p>The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder’s members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of this request for bid.</p> <p>Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.</p>	
3.1	Integrity Provisions	
3.2	Federal Contractor’s Program for Employment Equity	
3.4	Product Conformance	
3.5	Price Certification (In accordance with Part 6B of this document)	

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

1	<b>Firm</b> Product Total (Table 1)	\$
2	<b>Firm</b> Delivery Total (Table 2)	\$
3	<b>Firm</b> Installation Total (Table 3)	\$
4	<b>Optional</b> Product Total (Table 4) <i>(Applicable if Option is exercised)</i>	
5	<b>Optional</b> Delivery Total (Table 5) <i>(Applicable if Option is exercised)</i>	
6	<b>Optional</b> Installation Total (Table 6) <i>(Applicable if Option is exercised)</i>	

Solicitation No. - N° de l'invitation  
EB129-230063  
Client Ref. No. - N° de réf. du client

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

Buyer ID - Id de l'acheteur  
HAL412  
CCC No./N° CCC - FMS No./N° VME

7	Hardware Total <i>(if Applicable)</i>	\$
8	<b>Total Evaluated (Bid) Price*</b> (1 + 2 + 3 + 4 + 5 + 6 + 7) <i>[to be removed at contract award]</i>	\$
9	<b>Contract Price</b> (1+2+3+7): <i>[applicable at contract award only]</i>	\$
10	<b>Applicable Tax(es):</b> <i>[applicable at contract award only]</i>	\$
11	<b>Total Estimated Cost (9+10):</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:	
		E-Mail:	
		PBN:	
		Ariba #:	

### SUB-CATEGORY 6

**Table 1: Summary of Chairs per Subcategory No. 6**  
(insert description if applicable).

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Table	Title	Qty	Supplier Part Number c/w series and manufacturer	Firm Unit Price \$	Extended Total [Qty x Price] \$
A6	Conference Chair TC8	24		\$	\$
Subtotal Products:					\$

**Table 2 – Delivery**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table A6	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
TC8	1713 Bedford Row Floors  <u>Locations:</u> Floor 5: 16 Floor 6: 4 Floor 7: 4	2022-10-01 Pending construction schedule and coordination with other furniture deliveries	7am - 4:30pm weekdays	_____ : weeks  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5				Delivery Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

**Table 3 – Installation**

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

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table A6	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
TC8	1713 Bedford Row Floors  <u>Locations:</u> Floor 5: 16 • 5040 (4), 5028 (4), 5050 (4), 5046 (4)  Floor 6: 4	2022-10-01 Pending construction schedule and coordination with other furniture	7am - 4:30pm weekdays	_____ : weeks from date of supply and delivery  <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$

	<ul style="list-style-type: none"> <li>6008 (4)</li> </ul> Floor 7: 4 <ul style="list-style-type: none"> <li>7017 (4)</li> </ul> All chairs to be placed at locations shown on floor plans	deliveries			
*Normal Business Hours 8:00 – 17:00, as per Annex A, article 5  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Installation Total:	\$

**Table 4 – Optional Product**      ☒ Not Applicable

**Table 5 – Optional Delivery**      ☒ Not Applicable

**Table 6 – Optional Installation**      ☒ Not Applicable

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

<b>1.</b>	<b>Standard Finishes</b>	
1.1	<b>Supplier to identify and provide information on available fabrics as identified in Part 6 of this document.</b>	
	<p>Within ten business days of the contract award, the Project Authority will provide the Contractor with a written notice of Canada's finish choices for each of the product(s) in Annex A.</p> <p>The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.</p>	
<b>2.</b>	<b>Canada's Facilities to Accommodate the Delivery</b> <i>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.</i> <i>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.</i>	
2.1	<b>Loading Dock/Location</b>	
A	Location	1713 Bedford Row Floors 4,5,6 & 7
B	Dock	Yes
C	Lift	There is no Lift. There is a Mechanical Dock Leveler. The dock leveler has a 25,000lb capacity. The dock leveler measures 6' X 6'.
D	Door	145" X 198"
E	Freight Elevator	There is a Service Elevator. Cab dimensions: depth: 52", width: 71", height: 93.5" Door opening dimensions: width: 52", height: 83" Weight capacity: 1134kg/2500lb
F	Other (specify, if any)	<ul style="list-style-type: none"> <li>Regular hours of operations for the project 7am - 4:30pm weekdays</li> <li>Deliveries - 5 ton truck only unless scheduled time in advance - construction container can be moved in advance. Note: Most 5 ton trucks are too large to fit into the loading dock due to height restrictions and the incline of the parking lot surface. Most all vehicles &lt; 5 ton can be accommodated by the loading dock. (3 ton trucks recommended)</li> <li>City Permit required for on-street deliveries</li> </ul>
<b>3.</b>	<b>Continuance of Certifications</b>	
	<p>The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the following certifications listed in Parts 6A and 6B of this request for bid.</p> <p>Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.</p>	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.4	Product Conformance	
3.5	Price Certification (In accordance with Part 6B of this document)	

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

1	<b>Firm</b> Product Total (Table 1)	\$
2	<b>Firm</b> Delivery Total (Table 2)	\$
3	<b>Firm</b> Installation Total (Table 3)	\$
4	<b>Optional</b> Product Total (Table 4) <i>(Applicable if Option is exercised)</i>	
5	<b>Optional</b> Delivery Total (Table 5) <i>(Applicable if Option is exercised)</i>	
6	<b>Optional</b> Installation Total (Table 6) <i>(Applicable if Option is exercised)</i>	



Solicitation No. - N° de l'invitation  
EB129-230063  
Client Ref. No. - N° de réf. du client

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

Buyer ID - Id de l'acheteur  
HAL412  
CCC No./N° CCC - FMS No./N° VME

7	Hardware Total <i>(if Applicable)</i>	\$
8	<b>Total Evaluated (Bid) Price*</b> (1 + 2 + 3 + 4 + 5 + 6 + 7) <i>[to be removed at contract award]</i>	\$
9	<b>Contract Price</b> (1+2+3+7): <i>[applicable at contract award only]</i>	\$
10	<b>Applicable Tax(es):</b> <i>[applicable at contract award only]</i>	\$
11	<b>Total Estimated Cost (9+10):</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:
		E-Mail:
		PBN:
		Ariba #:

Solicitation No. - N° de l'invitation  
EB129-230063  
Client Ref. No. - N° de réf. du client

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

Buyer ID - Id de l'acheteur  
HAL412  
CCC No./N° CCC - FMS No./N° VME

---

## ANNEX C - SECURITY REQUIREMENTS CHECKLIST

**Reliability** status required for all furniture installers. See SRCL on following page.



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		Public Works and Government Services Canada	2. Branch or Directorate / Direction générale ou Direction RPB	
3. a) Subcontract Number / Numéro du contrat de sous-traitance			3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Refit of Dominion Public Building in Halifax, Nova Scotia which will contain 5 clients when done				
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 <b>no</b> overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale <b>sans</b> 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"/>		Restricted to: / Limité à : <input type="checkbox"/>		Restricted to: / Limité à : <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays :		Specify country(ies): / Préciser le(s) pays :		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"/>



**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 ☐ Yes  
Non 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 ☐ Yes  
Non 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<br>COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> SECRET<br>SECRET           | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET- SIGINT<br>TRÈS SECRET - SIGINT         | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET<br>NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS<br>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 ☒ Yes  
Non Oui  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté? ☐ No ☒ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non Oui



**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 CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
							NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL		COSMIC COSMIC TRÈS SECRET	A	B	C	CONFIDENTIEL		TRÈS SECRET
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 ☐ Yes  
Non 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 ☐ Yes  
Non Oui

**If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).**

**Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).**



**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
LeBlanc, Denis	Project Officer, Professional & Technid Serv		
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
902-880-9732	902-496-5186	Denis.LeBlanc@pwgsc.gc.ca	2021/03/22

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
RA Sécurité / AR Security, (TPSGC/PWGSC)	SO		
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
--	--	ARsecRA@tpsgc-pwgsc.gc.ca	

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?  
Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No / Non ☐ Yes / Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Anik Farrell - CSO 613-946-5194 <a href="mailto:anik.farrell@tpsgc-pwgsc.gc.ca">anik.farrell@tpsgc-pwgsc.gc.ca</a>			
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date