



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

Title - Sujet PSPC Bedford Row - Phone Booths PSPC Bedford Row - Phone Booths	
Solicitation No. - N° de l'invitation EB129-230075/A	Date 2022-11-09
Client Reference No. - N° de référence du client EB129-23-0075	
GETS Reference No. - N° de référence de SEAG PW-\$HAL-207-11599	
File No. - N° de dossier HAL-2-89006 (207)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Atlantic Standard Time AST on - le 2022-11-29 Heure Normale de l'Atlantique HNA	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Grieve, Bronwen	Buyer Id - Id de l'acheteur hal207
Telephone No. - N° de téléphone (902) 943-2394 ()	FAX No. - N° de FAX (902) 496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF PUBLIC WORKS AND GOVERNMENT SERVICES CANADA DOMINION PUBLIC BUILDING 1713 BEDFORD ROW HALIFAX NOVA SCOTIA B3J3C9 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

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Buyer ID - Id de l'acheteur
ha1207
CCC No./N° CCC - FMS No./N° VME

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
2. Before access to sensitive information is provided to the Bidder, the following conditions must be met:
 - (a) the Bidder's proposed individuals requiring access to sensitive information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses.
 - (b) the Bidder's security capabilities must be met as indicated in Part 6 - Resulting Contract Clauses;
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

The requirement is detailed under Article 6.2 of the resulting contract clauses.

1.3 Debriefings

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

1.4 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.

2.2 Submission of Bids

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

Email for CPC Connect:

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 an CPC Connect conversation, as detailed in Standard Instructions [2003](#), or to send bids through an CPC Connect message if the bidder is using its own licensing agreement for CPC Connect.

Facsimile number: (902) 496-5016

2.3 Enquiries - Bid Solicitation

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

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

2.4 Applicable Laws

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

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

2.5 Bid Challenge and Recourse Mechanisms

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

- 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.

Canada requests that the Bidder submits its bid in separately bound sections as follows:

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

- If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through CPC Connect service, the wording of the electronic copy provided through CPC Connect service will have priority over the wording of the other copies.

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) Include all environmental certification(s) relevant to your organization (e.g., ISO 14001, Leadership in Energy and Environmental Design (LEED), Carbon Disclosure Project, etc.)
- 2) Include all environmental certification(s) or Environmental Product Declaration(s) (EPD) specific to your product/service (e.g., Forest Stewardship Council (FSC), ENERGYSTAR, etc.)
- 3) Unless otherwise noted, bidders are encouraged to submit bids electronically. If hard copies are required, bidders should:
 - a. 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
 - b. 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 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex “E” Electronic Payment Instruments, to identify which ones are accepted.

If Annex “E” Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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

3.1.2 Exchange Rate Fluctuation

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

3.1.3 SACC Manual Clauses**Section III: Certifications**

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

See Annex "D"

4.1.2 Financial Evaluation

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

4.2 Basis of Selection

4.2.1 Basis of Selection – Mandatory Technical Criteria

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Security Requirements – Required Documentation

In accordance with the [requirements of 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>), the Bidder must provide a completed Contract Security Program Application for Registration (AFR) form to be given further consideration in the procurement process.

Bidders are reminded to obtain the required security clearance and, as applicable, security capabilities promptly. As indicated above, bidders who do not provide all the required information at bid closing will be given the opportunity to complete any missing information from the AFR form within a period set by the Contracting Authority. If that information is not provided within the timeframe established by the Contracting Authority (including any extension granted by the Contracting Authority in its discretion), or if Canada requires further information from the bidder in connection with assessing the request for security clearance (i.e., information not required by the AFR form), the Bidder will be required to submit that information within the time period established by the Contracting Authority, which will not be less than 48

hours. If, at any time, the Bidder fails to provide the required information within the timeframe established by the Contracting Authority, its bid will be declared non-compliant.

5.2.3 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](#) website.

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.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

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

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

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

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.](#)

6.4 Term of Contract

6.4.1 Delivery Date

While delivery is requested by February 28, 2023, the best delivery that could be offered is _____.

6.4.2 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Contract.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Bronwen Grieve
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Address: 1713 Bedford Row
Halifax, NS B3J 1T3

Telephone: 902-943-2394
E-mail address: bronwen.grieve@tpsgc-pwgsc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____-____-_____
Facsimile: ____-____-_____
E-mail address: _____

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

6.5.3 Contractor's Representative

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____-____-_____
Facsimile: ____-____-_____
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

6.6.2 Limitation of Price

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

6.6.3 Single Payment

SACC Manual clause [H1000C](#) (2008-05-12), Single Payment

6.6.4 Electronic Payment of Invoices – Contract

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. 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.

6.9 Applicable Laws

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

6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions [2010A](#) (2022-01-28), General Conditions - Goods (Medium Complexity);

-
- (c) Annex A, Requirement;
 - (d) Annex B, Basis of Payment;
 - (e) Annex C, Security Requirements Check List;
 - (f) the Contractor's bid dated _____

6.11 SACC Manual Clauses

SACC Manual clause B7500C (2006-06-16), Excess Goods

6.12 Dispute Resolution

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

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ANNEX "A"
REQUIREMENT

(see next page)

PART 1: General Requirements

1.1 SCOPE

- .1 This specification details the technical requirements for the supply, delivery and installation of prefabricated private phone booths. The supplier will also be responsible for the delivery and installation of the product as per client's instructions. All products must be new.

1.2 LIST OF PRODUCTS

- .1 Single Occupant – Prefabricated Phone Booth
- .2 Double / Accessible Occupant – Prefabricated Phone Booth

1.3 DELIVERY, STORAGE, AND HANDLING

- .1 The Supplier will supply, deliver and install the work detailed in all parts of Annex A.
- .2 The Supplier is responsible for ensuring that its goods and services listed in the contract submission fully complies with the requirements of the contract and in particular, the Supplier is responsible for ensuring that the goods correspond to all parts of Annex A as specified. The supplier is responsible for supplying all necessary hardware, connectors, supports, components (including electrical components) and wall mounts etc. required for furniture installation.
- .3 Replace defective or damaged materials with new.
- .4 Packaging Waste Management: remove packaging for reuse or recycling by the Supplier.

1.4 SUBMITTALS

- .1 After contract award the contractor must submit a Product Catalogue listing with the product(s) and finishes selection. The Product Catalogue must show images and have a product descriptions.
- .2 Manuals & Data:
 - .1 The Contractor must provide the manufacturer's written instructions for maintenance of operable components and cleaning procedures. Within the documentation provided, it must contain the name of the original installation company and contact information.

1.5 REFERENCE STANDARDS

- .1 All products provided must comply with the following standards where applicable:
 - 1. CARB Phase 2 part of California's Composite Wood Products Regulation (CWP Regulation).
 - 2. CAL-TB 117 - California Technical Bulletin 117 - Flammability Standard Requirements for Upholstered Furniture.
 - 3. CAN/CGSB-44.227 Free-standing Office Desk Products and Components.
 - 4. CAN/CGSB-44.229 Interconnecting Panel Systems and Supported Components.
 - 5. CAN/CGSB – 44.232 Chairs for Office Environments.
 - 6. Sustainability: products to be certified by independent third-party in accordance with BIFMA e3 – minimum Level 1.
 - 7. Environmental: product must receive one or more points under Section 7.6 of ANSI/BIFMA e3, and not to exceed emissions concentration limits in accordance with ANSI/BIFMA X7.1-R2016, Standard for Formaldehyde and TVOC Emissions of Low-emitting Office Furniture and Seating, SCS Indoor Advantage and/or Indoor Advantage™ Gold, UL GREENGUARD and/or UL GREENGUARD Gold certification, or Intertek Clean Air Silver and/or Clean Air Gold Indoor Air Quality certification.
 - 8. ASTM E596 - Laboratory measurement of noise reduction of sound-isolating enclosures.

9. ULC-S102-2018, Standards Method of Test for Surface Burning Characteristic of Building Materials and Assemblies.

1.6 TEST REPORTS

- .1 Test reports must be provided for examination upon request and be not more than five years old from the date the test was performed with the exception of the fabric tests applicable to the ACT Voluntary Performance Guidelines.
- .2 All tests must be completed by an acceptable test facility.¹
- .3 Revised Test Standard(s): Reference is made to the testing standards listed within this spec and to the requirement that all products offered have successfully passed the referenced testing standards where applicable. If the referenced test standards change, the products must successfully pass the revised test standard(s). Only the tests that have been revised must be performed, and, this testing must occur within nine months from the date of the revised test Standard(s).
- .4 Product Changes: When physical changes are made to products already tested against the referenced test standards, the changed product(s) must also be tested within nine months from the date of the product change. The applicable tests and the applicable test standards will be those deemed by an acceptable test facility¹.
- .5 Must be able to provide test report within 5 days upon request.

PART 2: Product Description and Technical Requirements

2.1 DESCRIPTION

- .1 A fully enclosed non-dedicated freestanding unit that can be relocated as required. It is to be a prefabricated unit that can accommodate single or double occupants. Units to be self-contained including ventilation fan, lighting, and electrical outlets.
 - .1 *In order to increase accessibility all units are to be 'floorless', installed directly on the room's carpet tile floor with no step up or lip higher than 12.7mm (.5")*
- .2 A fixed height work surface must be integrated and attached to interior wall.
 - .1 Worksurface can be folding or mobile for accessible double occupant phone booths.
- .3 Work surface must be large enough to accommodate a standard laptop.
- .4 Doors:
 - .1 Door Swing: to be right or left handed. Door must be enabled with one releasing operation.
 - .2 Door hardware: The placement of the door hardware and placement must be compliant to CSA B651.
 - .3 Door construction: glass door or framed door with glass insert.
 - .4 Clearance width for door opening: minimum 810 mm (32 in.)
 - .5 Door seals: could be brush, foam receiver or rubber membrane at closer side for sound isolation.
 - .6 Must be Glass – tempered or Laminated
- .5 Fire Alarm System:
 - .1 The sound pressure level inside the prefabricated phone booth for a fire alarm audible signal device shall be not less than 65 dBA and not more than 100 dBA.
- .6 Air circulation: All products (electrical) to be ULC listed or CAN/CSA approved.

¹ Acceptable test facility: An acceptable test facility is defined as an ISO 17025 accredited laboratory that is accredited by a nationally recognized body such as the Standards Council of Canada or the A2LA (American Association for Laboratory Accreditation), NVLAP (National Voluntary Laboratory Accreditation Program), or is listed in the Canadian General Standards Board (CGSB) Laboratory Acceptance Program for the applicable scope of testing requested.

- .1 Ceiling mounted exhaust fan 120V with sensor control on/off
- .2 Air Change: Minimum 25 L/s per occupant
- .3 Noise Criteria (NC) Level:
 - .1 Single occupant: Maximum 35 dB
 - .2 Accessible Double occupants: Maximum 40 dB
- .4 Floor intake openings at finished floor height.
- .5 Controls:
 - .1 Sensor activated operating fan upon occupant entry to the unit.
 - .2 Automatic shut-off with adjustable timer delay from 2 to 15 minutes timer delay when unit is not occupied.
- .7 Lighting: All products:
 - .1 Built in LED lighting fixture powered by the unit.
 - .2 Light intensity: minimum average 300 lux (28 fc) illumination
 - .3 Controls:
 - .1 Sensor activated operating lighting upon occupant entry to the unit.
 - .2 Automatic shut-off with adjustable time delay (from 2 to 15) minutes when unit is not occupied.
- .8 Acoustic Performance:
 - .1 Noise Insulation Class (NIC) - Average minimum NIC 25 measured in accordance to ASTM E596 - Laboratory measurement of noise reduction of sound-isolating enclosures. The testing unit must be tested and assembled as delivered. Assembled unit with no modification or special additional sound treatment applied during test.
- .9 Fire protection:
 - .1 The interior wall, ceiling and floor finishes must have a flame spread rating (FSR) and smoke developed classification (SDC) that meet the minimum levels set in the NBC (National Building Code) 2020. The FSR and SDC must be determined on the basis of testing conducted in conformance with CAN/ULC-S102-2018, Standards Method of Test for Surface Burning Characteristic of Building Materials and Assemblies.(In Buildings that are sprinklered)
 - .1 Flame Spread Rating of interior wall and ceiling finishes: not more than 150.
 - .2 Smoke Development: maximum 450.
 - .3 Sprinkler knockout as requested by local authority
 - .2 The prefabricated phone booth must be available with a sprinkler knock-out for sprinkler head located on the top of the unit.

2.2 DIMENSIONS

- .1 **PB1 & PB 2 Single occupant:** Perimeter Dimensions: minimum front width of 1016mm (40 in), minimum depth of 737mm (29 in).
 - .1 Floor Covering Area – minimum 0.88sq.m (9.5 sq.ft), maximum 1.48 sq.m (16.0 sq.ft).
 - .2 **Note:** Due to space limitations max. dimensions allowed are: Maximum overall front width of 1020mm (48 in), Maximum overall depth of 1220 mm (48 in).
- .2 **PB3 Accessible Double occupant:** Perimeter Dimensions: Minimum front width of 1905mm (75 in), minimum depth 1143mm (45 in).
 - .1 Floor Covering Area – minimum 2.17sq.m (23.4 sq.ft), maximum 2.87 sq.m (32 sq.ft).
- .3 Height of unit – minimum 2032mm (80 in), maximum 2311mm (91 in).
- .4 Wall thickness – maximum 102mm (4 in).

2.3 FURNITURE

.1 PB1 & PB 2 Single occupant:

- .1 All furniture to have BIFMA Level 2 certification
- .2 Worksurfaces & furniture
 - .1 Work surface required:
 - .1 Integrated into the booth
 - .2 must be large enough to accommodate a standard laptop.
 - .2 Provide a height appropriate stool at the worksurface:
 - .1 Provide a foot rest if the worksurface is mounted at counter or bar height.
 - .1 Footrest can be integrated into booth or part of the stool.
 - .2 Stool can be freestanding or integrated in the booth
- .3 Booth Panels:
 - .1 Door to be glazed
 - .2 Door and opening to meet accessibility requirements CSA - B651-18, Accessible Design for the Built Environment
 - .3 Rear panel to be glazed on selected pods. See the Quantity & Locations Table for locations.

.2 PB3 Accessible Double occupant:

- .1 Worksurfaces & furniture
- .2 Work surface must be large enough to accommodate a standard laptop.
- .3 Height adjustable worksurface
 - .1 Electric c/w digital height read-out
 - .2 Coordinate to interior dimensions
 - .1 Work surface: ± 25 mm (± 1 in.) in height and ± 13 mm ($\pm 1/2$ in.) in width and depth.
 - .1 1370 mm - 1525 mm 54" – 60" length.
 - .2 609 mm – 762 mm / 24-30" Deep
 - .2 The height adjustability of the electrical sit-stand range height adjustable work surfaces must be capable of adjusting from a minimum height of 584mm (23 in) - 25mm (- 1 in) to 1237mm (48.7 in) + 50mm (+2 in) from the floor to the top of the work surface.
- .4 Guest chair:
 - .1 All chairs must meet the requirements and have been tested in accordance with CAN/CGSB-44.232, unless otherwise specified.
 - .2 Rotary chair on 5-star casters for carpet
 - .3 Powder coated base
 - .4 Fully upholstered and moulded seat, arms and backrest
 - .5 Adjustable seat height to include 16-18"H range. (12.7mm / $1/2$ " tolerance allowed)
 - .6 Overall max dimensions 585 mm (27"d) x 635 mm (27"w)
- .5 Booth Panels:
 - .1 Door and side panels to be glazed
 - .2 Door and opening to meet accessibility requirements: CSA - B651-18, Accessible Design for the Built Environment
 - .3 Booth interior to maintain a turning radius of 1700mm
 - .4 Rear panel to be glazed on selected pods. See the Quantity & Locations Table for locations.

2.4 FINISHES

- .1 Interior walls, floor covering materials and acoustic requirement:
 - .1 Ceiling: Minimum 50% of ceiling surface area must be covered with sound absorption materials (exclude Lights and Fan areas).
 - .2 Walls: Minimum 25% of interior wall cover area must be covered with sound absorption materials.
 - .3 Glass doors & panels – Tempered or Laminated glass.
 - .4 Flooring: Must provide commercial grade anti-static and stain-resistant carpet.
 - .1 Note: In order to increase accessibility all units are to be 'floorless', installed directly on the room's carpet tile floor with no step up or lip higher than 12.7mm (.5")
 - .5 Work surface Finish: Must meet the requirements for high-pressure laminate, with the exception of wood and wood veneer which must meet the requirements for wood veneer, as described in *CAN/CGSB – 44.227 – Free-standing office desk/table, storage products and components, Table 1 – Performance requirements for finishes.*
 - .6 Upholstered furniture and Panels:
 - .1 Fabric for panels, tack boards and seated cushions must be manufactured from 100% recycled material or from other environmentally appropriate materials.
 - .2 Flammability: The panels must meet a flame spread rating of no more than 150 and a smoke developed classification of no more than 300 when tested to the applicable requirements of the National Building Code of Canada (NBC) in accordance with CAN/ULC-S102-2010. The test must be conducted on each different fabric composition and interior construction. Fabrics that are identical in content and weight will be accepted as comparable to the fabric tested on the panel.
 - .3 Fabric abrasion must meet the performance requirements outlined in the ACT Voluntary Performance Guidelines for Upholstery.
 - .4 Offerings - the following are minimum requirements, at no charge to Canada;
 - .1 Upholstery – A minimum of 10 solid colours and 5 patterned offerings. Each patterned offering to have a minimum of 10 colour variations. This can include a combination of all upholstery offerings such as woven, coated and knit fabrics.
 - .2 Non-upholstery – a minimum of 3 colour variations for each type of non-upholstery offered.

2.5 POWER AND DATA

- .1 Unit must be powered by a standard plug-in wall outlet.
 - .1 Single occupant: must provide a minimum of one (1) simplex power and one (1) USB outlet.
 - .2 Accessible Double occupants: must provide a minimum of two (2) simplex power and two (2) USB outlets.
 - .3 Outlet locations to be integrated into work surface or wall panel and must comply with Accessible design for the built Environment.

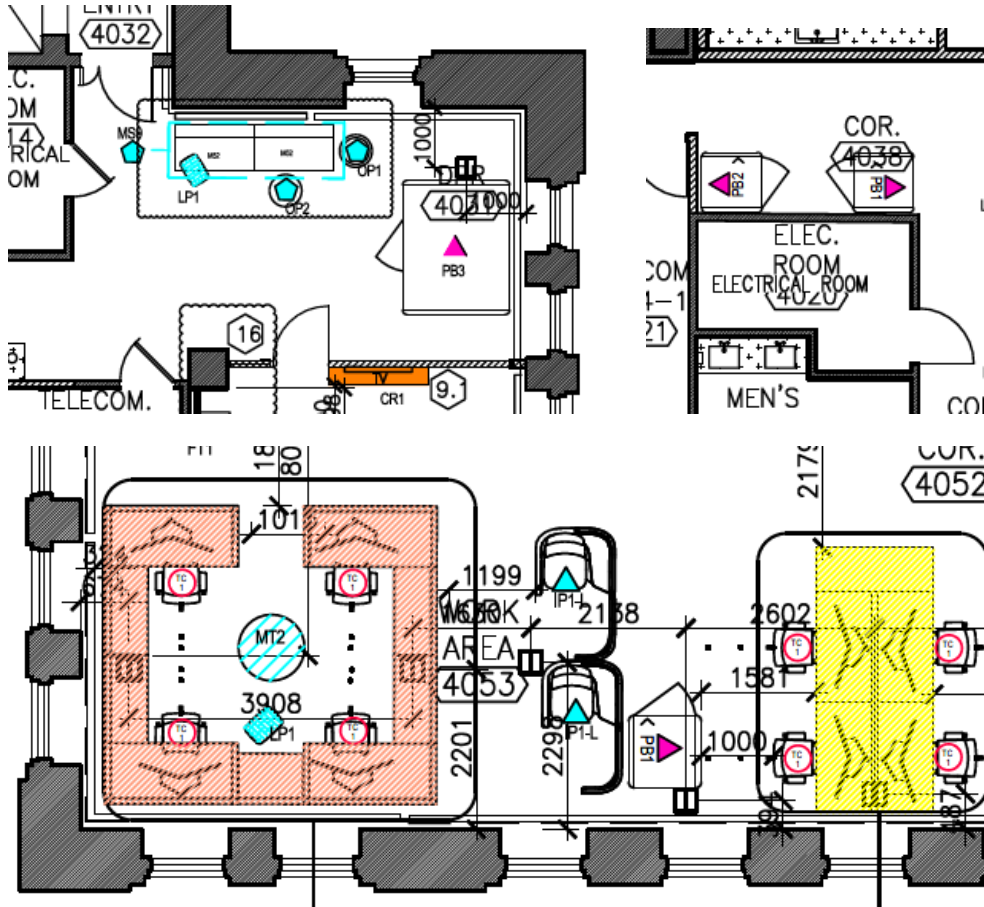
2.6 Quantity & Locations

Item	ID#	Location	Quantity	Rear glass panel
Single Phone Booth Left Hand Latch	PB1	4053 (1) 5005 (1) 5015 (1) 6015 (1) 6019 (1) 7018 (1) 7023 (1)	7	No
Single Phone Booth Left Hand Latch	PB1	4053 (1) 4038 (1) 5040 (1) 6040 (1)	4	Yes
Single Phone Booth Right Hand Latch	PB2	4038 (1) 5005 (1) 6015 (1) 6021 (1) 7018 (1) 7031 (2)	7	No
Single Phone Booth Right Hand Latch	PB2	5040 (1) 6040 (1)	2	Yes
Accessible double occupancy Phone Booth	PB3	4031(1)	1	Yes

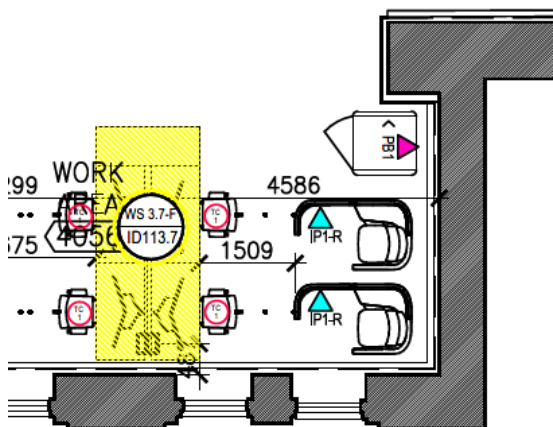
END OF ANNEX A SPECIFICATIONS

APPENDIX 1 - DRAWINGS

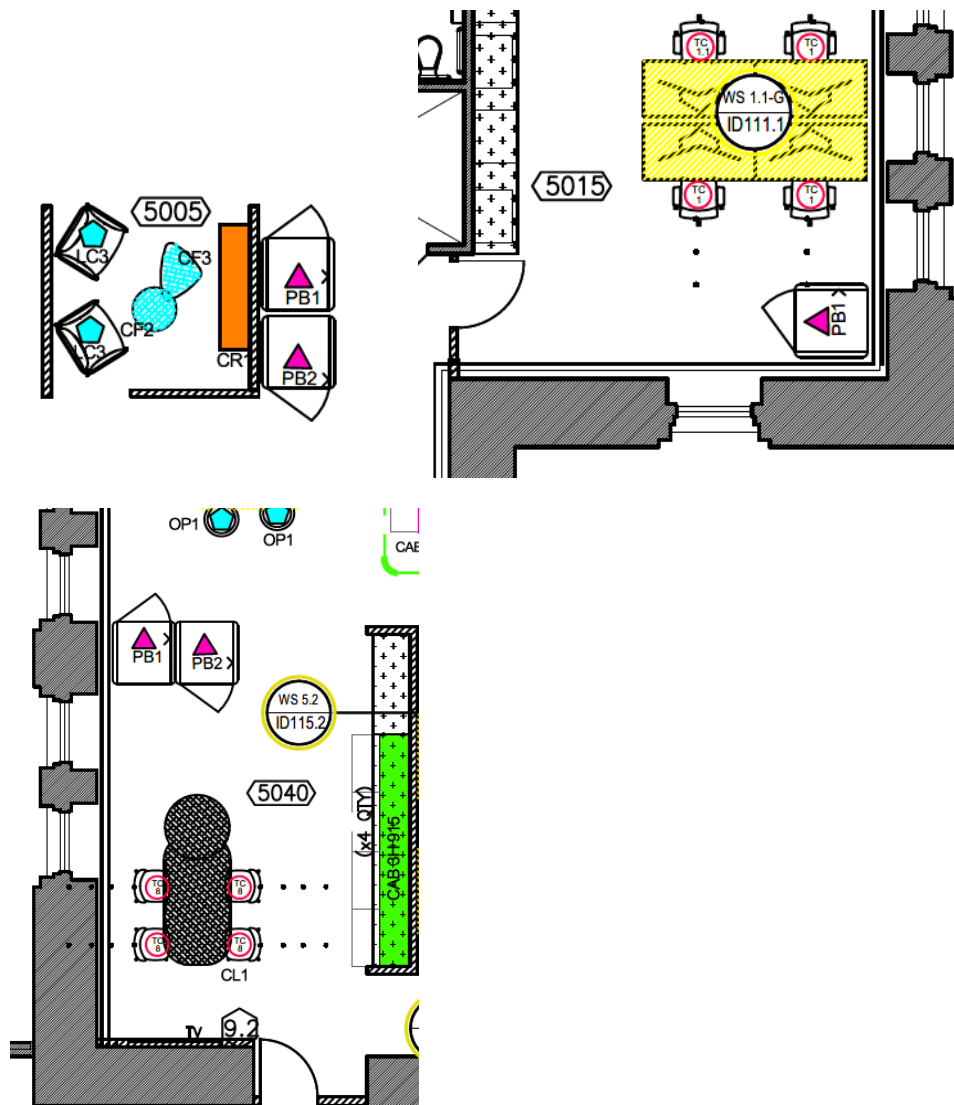
Fourth Floor



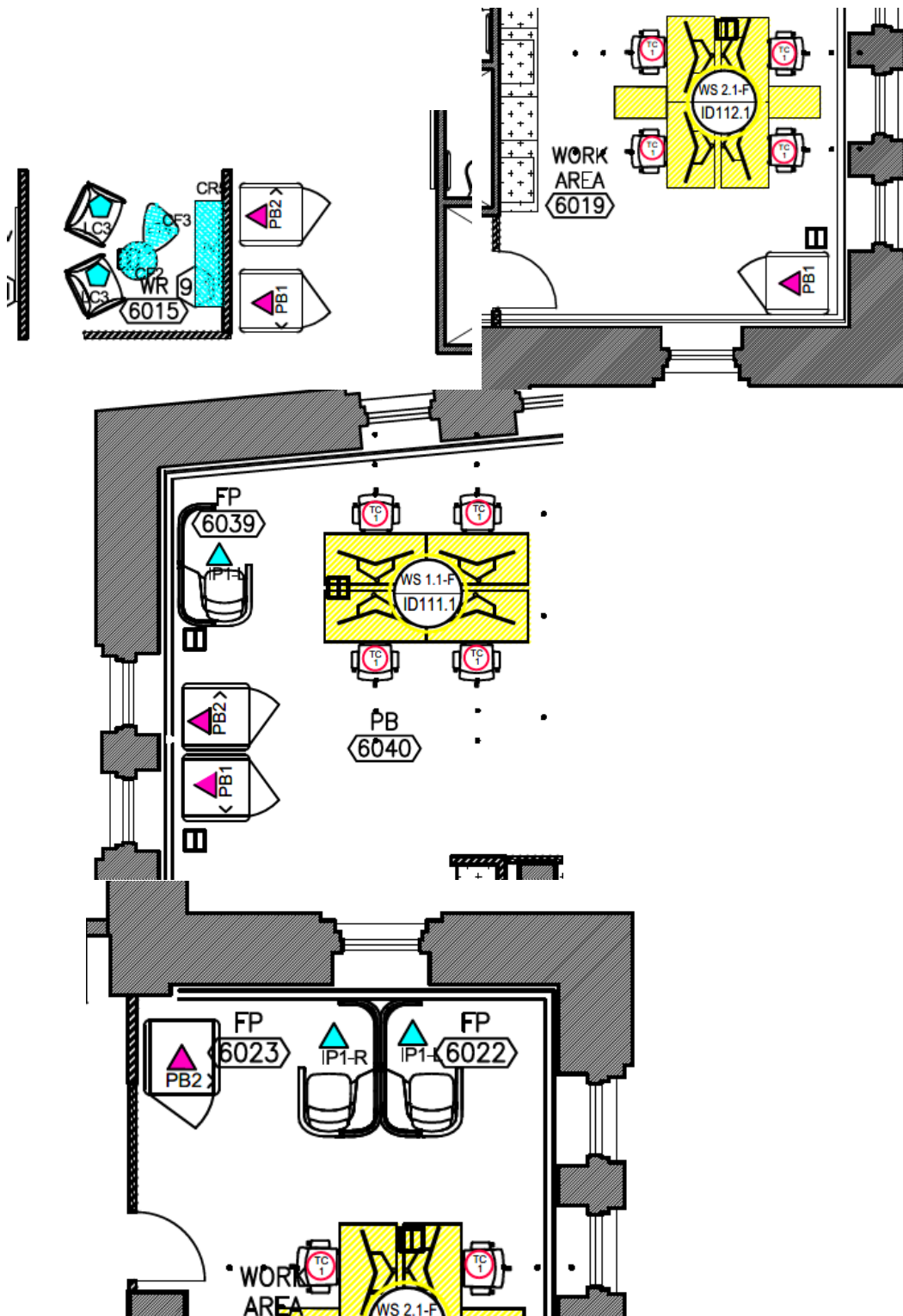
Area 4052:



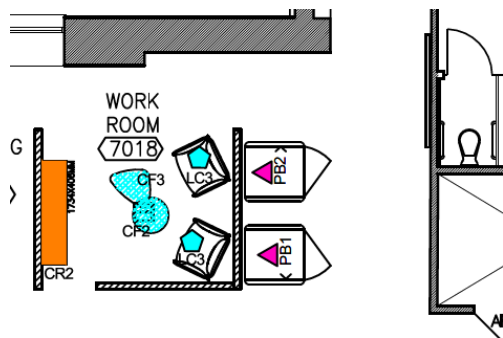
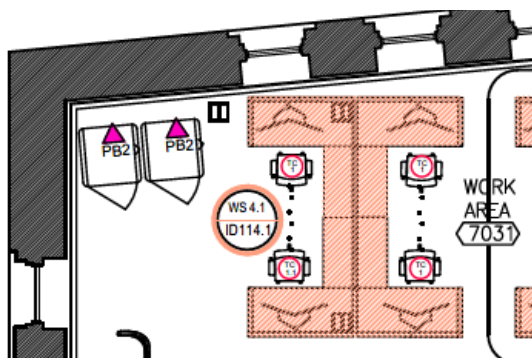
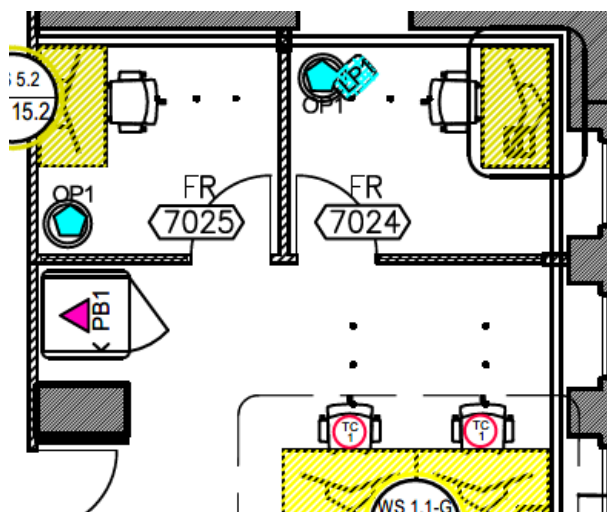
Fifth Floor



Sixth Floor



Seventh Floor



ANNEX "B"

BASIS OF PAYMENT

Bidders must submit firm unit prices for each item listed below to be given further consideration. A financial bid addressing only a portion of the requirement will be declared non-responsive.

Pricing offered must be in Canadian dollars, Applicable Taxes excluded, Canadian customs duties and excise taxes included.

Pricing offered must be inclusive of all delivery and installation costs.

No further charges will be allowed.

Item	Description	Unit of Measurement	Qty	Unit Price	Extended Price
1	PB1: Single occupancy Phone Booth as per Annex "A": <ul style="list-style-type: none">• Left hand latch	Each	7		
2	PB1: Single occupancy Phone Booth as per Annex "A": <ul style="list-style-type: none">• Left hand latch, and• Rear glass panel	Each	4		
3	PB2: Single occupancy Phone Booth as per Annex "A": <ul style="list-style-type: none">• Right hand latch	Each	7		
4	PB2: Single occupancy Phone Booth as per Annex "A": <ul style="list-style-type: none">• Right hand latch• Rear glass panel	Each	2		
5	PB3: Accessible double occupancy Phone Booth with rear glass panel as per Annex "A"	Each	1		
6	Delivery	LOT	1		
7	Installation	LOT	1		
Total (GST/HST not included)					

Solicitation No. - N° de l'invitation
EB129-230075/A
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
ha1207
CCC No./N° CCC - FMS No./N° VME

ANNEX “C”

SECURITY REQUIREMENTS CHECK LIST

(see next 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 no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?			<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès				
Canada <input type="checkbox"/>		NATO / OTAN <input type="checkbox"/>		Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion				
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/> Not releasable À ne pas diffuser <input type="checkbox"/> Restricted to: / Limité à : <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays :		All NATO countries Tous les pays de l'OTAN <input type="checkbox"/> Restricted to: / Limité à : <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays :		No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/> Restricted to: / Limité à : <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays :
7. c) Level of information / Niveau d'information				
PROTECTED A PROTÉGÉ A <input type="checkbox"/>		NATO UNCLASSIFIED <input type="checkbox"/>		PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>		NATO NON CLASSIFIÉ <input type="checkbox"/>		PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>		NATO RESTRICTED <input type="checkbox"/>		PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>		NATO DIFFUSION RESTREINTE <input type="checkbox"/>		CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>		NATO CONFIDENTIAL <input type="checkbox"/>		SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		NATO CONFIDENTIEL <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		NATO SECRET <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>
		NATO SECRET <input type="checkbox"/>		
		COSMIC TOP SECRET <input type="checkbox"/>		
		COSMIC TRÈS SECRET <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 COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET- SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:

Commentaires spéciaux : _____

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☐ No ☒ 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	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
				CONFIDENTIEL		TRÈS 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
Non



Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?



No
Non



Yes
Oui

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

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

ANNEX "D"

MANDATORY TECHNICAL EVALUATION

Instructions: Bidders **must** indicate whether or not they comply with the Mandatory Technical Criteria. Bidders must include one (1) copy of descriptive literature; if available, for the item(s) offered in sufficient detail to clearly indicate compliance with each of the individual requirements from the Mandatory Technical Criteria detailed herein.

Bidders **should** comment /cross reference the page number and highlight the specification in your technical data sheets or brochure to demonstrate and support your compliance for each of the Mandatory Technical Criteria.

The Bidder **must** address each Mandatory Technical Criteria listed below.

Bidders must provide as much detail as possible to support your comments and your claims of compliance for each specification.

NOTE: The Crown is under NO obligation to seek clarification of the bid(s) or the supporting technical documentation provided. Failure to meet any of the following will render your proposal non-compliant and will be given no further consideration.

	Technical Requirement	Bidder Comments and/or Reference Page Number
1	Standard Construction Details	
1.1	Dimensions: Bidders must provide overall footprint dimensions of each booth (in items 1.1.1 and 1.1.2).	
1.1.1	Proposed booth Phone Booth PB1 and PB2: Length: _____ Width: _____ Height: _____ Perimeter dimensions must meet the following: <ul style="list-style-type: none"> Minimum front width of 1016mm (40 in), and Minimum depth of 737mm (29 in). 	
1.1.2	Proposed booth Phone Access Booth PB3: Length: _____ Width: _____ Height: _____ Perimeter dimensions must meet the following: <ul style="list-style-type: none"> Minimum front width of 1905mm (75 in), and Minimum depth 1143mm (45 in). 	
1.2	Description and Image	
1.2.1	Phone Booth PB1 and PB2	

	The Bidder must provide description and image of the required work surface and stool as per Annex "A" section 2.3.1.2.	
1.2.2	Phone Booth PB3 The Bidder must provide description and image of the required height adjustable work surface (as per Annex "A" section 2.3.2.3) and guest chair (as per Annex "A" section 2.3.2.4)	
1.3	Furniture Finish Options	
1.3.1	Upholstery: Must provide a minimum of: <ul style="list-style-type: none"> • Ten (10) solid colour offerings; and • Five (5) patterned offerings 	
1.3.2	High Pressure Laminate: Must provide a minimum of three (3) colour variations for each offering	
2	Elevation or 3D Drawing	
2.1	For Phone Booths PB1, PB2 and PB3 provide elevations or 3D drawing showing: <ul style="list-style-type: none"> • door and glazed openings • partition modules (if applicable) • Components such as furniture components, worksurfaces 	
3	Assembly Details	
3.1	Acoustic performance must meet or exceed: Noise Insulation Class (NIC) - Average minimum NIC 25 measured in accordance to ASTM E596 - Laboratory measurement of noise reduction of sound-isolating enclosures.	
3.2	Lighting:	
3.2.1	Must include a built in LED lighting fixture powered by the unit	
3.2.2	Must be sensor activated upon occupant entry to the unit	
3.2.3	Must have an automatic shut-off	
3.3	Electrical & Data	
3.3.1	Unit must be powered by a standard plug-in wall outlet	
3.3.2	Phone Booths PB1 and PB2 must include: <ul style="list-style-type: none"> • Minimum of one (1) simplex power; and 	

	<ul style="list-style-type: none"> Minimum one (1) USB outlet 	
3.3.4	Accessible Phone Booth PB3 must include: <ul style="list-style-type: none"> Minimum two (2) simplex power; and Minimum two (2) USB outlets 	
3.4	HVAC / ventilation must meet or exceed:	
3.4.1	Exhaust fan with sensor control on/off	
3.4.2	Air Change: Minimum 25 L/s per occupant	
3.4.3	Noise Criteria (NC) Level:	
3.4.3.1	Single occupant (PB1 and PB2): Maximum 35 dB	
3.4.3.2	Accessible Double occupants (PB3): Maximum 40 dB	
3.5	Fire Protection	
3.5.1	Flame Spread Rating of interior wall and ceiling finishes: not more than 150.	
3.5.2	Smoke Development: maximum 450.	
3.5.3	Accessible Phone Booth PB3 only: must include a sprinkler knockout	

ANNEX “E” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

- () VISA Acquisition Card;
- () MasterCard Acquisition Card;
- () Direct Deposit (Domestic and International);
- () Electronic Data Interchange (EDI);
- () Wire Transfer (International Only);
- () Large Value Transfer System (LVTS) (Over \$25M)

ANNEX "F"

INTEGRITY PROVISIONS – LIST OF DIRECTORS

Please provide list of names of the following entities, according to the ownership nature of the company

1. For a Corporation - each current member of the Bidder's Board of Directors;

2. For a Partnership, General Partnership or Limited Partnership - the names of all current partners;

3. For a Sole Proprietorship or an individual doing business under a firm name - the name of the sole proprietor or individual;

4. In the case of a joint venture - For a Joint Venture - the names of all current members of the Joint venture;

5. For an individual - the full name of the person
