



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**

See Section 2.2  
Voir Section 2.2

**STANDARD REQUEST FOR BID**  
**INVITATION À SOUMISSIONNER - STANDARD**

The Bidder offers to provide to Canada the goods, services or both listed in the bid solicitation in accordance with the conditions set out in the bid solicitation and the prices set out in the bid.

**This bid solicitation is issued in accordance with the conditions of the Supply Arrangement E60PQ-120001/G.**

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

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

Solicitation No. - N° de la demande <b>5000068727</b>	Amendment No. - N° de modification
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Solicitation closes – La demande prend fin : at – à 14:00 on – le 2022-12-22 See Section 2.3 Voir Section 2.3	File No. - N° de dossier <b>5000068727</b>
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Date of Solicitation – Date de la demande <b>2022-12-09</b>
Address inquiries to – Adresser toute demande de renseignement à :  <b>See Section 6, Article 6.5.1.</b> <b>Voir Section 6, Article 6.5.1</b>
Destination  <b>See Annex B</b> <b>Voir Annexe B</b>

**Instructions:**

**Municipal taxes are not applicable.**

Unless otherwise specified in the bid solicitation, all prices quoted must be net prices in Canadian funds including Canadian customs duties, excise taxes, must be FOB, including all delivery charges to destination(s) as indicated. The amount for Applicable Taxes is to be shown as a separate item.

**Instructions:**

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

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

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

Solicitation No. - N° de l'invitation

XXXXX-XXXXXX/X

Client Ref. No. - N° de réf. du client

XXXXX-XXXXXX

Amd. No. - N° de la modif.

File No. - N° du dossier

xxxxx.XXXXX-XXXXXX

Buyer ID - Id de l'acheteur

XXXXX

CCC No./N° CCC - FMS No./N° VME

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## PART 1 - GENERAL INFORMATION

### 1.1 Security Requirements

There is no security associated with this requirement.

Contractor may be escorted; possession of a security clearance not required.

### 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).

### 1.4 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.

## 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.

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

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

Delete: 60 days

Insert:x120 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 (RFSA), 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

## 2.2 Submission of Bids

Bids must be submitted only to Environment and Climate Change Canada (ECCC) Bid Receiving Unit by the date, time and place indicated in the bid solicitation.

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

In order to be considered, bids must be received no later than 2:00 P.M. (Eastern Daylight Time) on the date and time indicated on the cover page to herein as the "Closing Date." Bids received after the Closing Date will be considered non-responsive and will not be considered for contract award. Bids submitted by email must be submitted ONLY to the following email address:

Email address	soumissionsbids@ec.gc.ca
Attention	Carolyne Chénier
Solicitation number	5000068727

Bidders should ensure that their name, address, Closing Date of the solicitation and Solicitation Number are clearly indicated in the body of their email. Bids and supporting information may be submitted in either English or French.

The total size of the email, including all attachments, must be less than **15 megabytes (MB)**. It is each Bidder's responsibility to ensure that the total size of the email does not exceed this limit.

It is important to note that emails systems can experience systematic delays and, at times, large attachments may cause systems to hold or delay transmission of emails. It is solely the Bidder's responsibility to ensure that the Contracting Authority receives a bid on time, in the mailbox that has been identified for bid receipt purposes. Date stamps for this form of transmission are not acceptable.

## 2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 3 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)
  - (a) 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.

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## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

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

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

Section I: Technical Bid (one electronic copy)

Section II: Financial Bid (one electronic copy)

Section III: Certifications and Additional Information (one electronic copy)

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

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

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

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

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

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

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

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

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

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

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

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Evaluation Criteria

Mandatory Technical Criteria (MTC)		
Criteria #		MET/ NOT MET & COMMENTS
MTC 1	<p>The Bidder must offer products that have passed all tests described in Annex A of Office Chair Supply Arrangement E60PQ-120001 and Annex A of this bid solicitation, as applicable.</p> <p>To demonstrate CTO1, the Bidder must submit a drawing and/or 3-D of the rotary chair that shows at a minimum:</p> <ul style="list-style-type: none"> <li>- Depth</li> <li>- Length</li> <li>- Height</li> </ul> <p>All media/support submitted must be readable by Canada in the .PDF or Microsoft accepted formats</p>	

#### 4.1.2 Financial Evaluation

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

### 4.2 Basis of Selection

SACC Manual clause [A0031T](#) (*insert date*) 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.



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## **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 Additional Certifications Precedent to Contract Award

### 5.2.1.1 Price Certification

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

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

The Bidder certifies that the price proposed

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

b. Price Certification – Canadian Agency and Resale Outlets

The Bidder certifies that the price proposed

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

## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

**6.1.1** There is no security requirement applicable to the Contract.

Contractor may be escorted; possession of security clearance not required.

Contractor personnel MAY NOT ENTER NOR PERFORM WORK ON sites where PROTECTED or CLASSIFIED information or assets are kept, without an escort provided by the department or agency for which the work is being performed.

### 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

### 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** (2022-12-01), 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

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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.

### 6.3.2. Supplemental General Conditions

ID 4013 Compliance with on-site measures, standing orders, policies, and rules apply to and form part of the Contract.

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

ID 4014 Suspension of the work apply to and form part of the Contract.

1. The Contracting Authority may at any time, by written notice, order the Contractor to suspend or stop the Work or part of the Work under the Contract for a period of up to 180 days. The Contractor must immediately comply with any such order in a way that minimizes the cost of doing so. While such an order is in effect, the Contractor must not remove any part of the Work from any premises without first obtaining the written consent of the Contracting Authority. Within these 180 days, the Contracting Authority must either cancel the order or terminate the Contract, in whole or in part, under section(s) *Default by the Contractor* or *Termination for convenience* of general conditions 2010A (2022-12-01).
2. When an order is made under subsection 1, unless the Contracting Authority terminates the Contract by reason of default by the Contractor or the Contractor abandons the Contract, the Contractor will be entitled to be paid its additional costs incurred as a result of the suspension plus a fair and reasonable profit.
3. When an order made under subsection 1 is cancelled, the Contractor must resume work in accordance with the Contract as soon as practicable. If the suspension has affected the Contractor's ability to meet any delivery date under the Contract, the date for performing the part of the Work affected by the suspension will be extended for a period equal to the period of suspension plus a period, if any, that in the opinion of the Contracting Authority, following consultation with the Contractor, is necessary for the Contractor to resume the Work. Any equitable adjustments will be made as necessary to any affected conditions of the Contract.

## 6.4 Term of Contract

### 6.4.1 Period of the Contract

The period of the Contract is from Contract award to March 31, 2023 inclusive.

### 6.4.3 Delivery Date

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

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

**6.4.4 Shipping Instructions**

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

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

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

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

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

**6.5 Authorities**

**6.5.1 Contracting Authority**

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

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

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

Department: \_\_\_\_\_

Address: \_\_\_\_\_

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

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

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

## 6.5.2 Project Authority

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

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

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

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

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

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

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

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

## 6.5.3 Contractor's Representative

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

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

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

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

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

## 6.6 Payment

### 6.6.1 Basis of Payment

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

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

### 6.6.2 Method of Payment

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

### 6.6.3 SACC Manual Clauses

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

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#### **6.6.4 Electronic Payment of Invoices – Contract**

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

#### **6.7 Invoicing Instructions**

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

Invoices must be distributed as follows:

- a. one (1) electronic 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**

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 (2022-12-01) – General Conditions: Goods (Medium Complexity);
- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment;
- (i) 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.

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## 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

**Table A1: Office Rotary Chair**



<b>TYPE DE FAUTEUIL</b>	<b>QTÉ:</b> <u>35</u>
<input checked="" type="checkbox"/> Fauteuil rotatif (jusqu'à 275 lbs) <input type="checkbox"/> Fauteuil rotatif de grandes dimensions (jusqu'à 400 lb) <input type="checkbox"/> Tabouret rotatif avec dossier	

**IMPORTANT :**

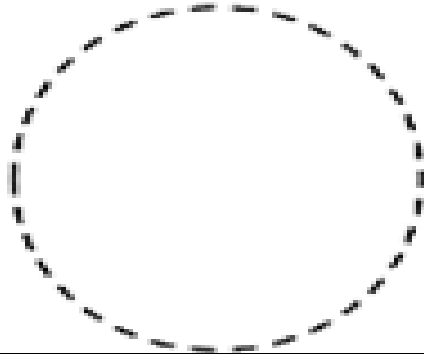
Le Canada peut demander des renseignements supplémentaires pour confirmer les critères avant l'attribution du contrat dans un délai spécifié par l'utilisateur désigné (UI).

Les fournisseurs doivent fournir des produits conformes aux choix d'exigences «■» sélectionnés

<b>Critères</b>		<b>Critères de sélection</b> (les dimensions reflètent les spécifications des sièges de bureau(AMA))			
<i>Instructions</i>					
<b>A</b>	<b>Appui-tête</b> choisissez <b>seulement 1</b>	<input type="checkbox"/> Oui: réglable et amovible (s'il y a lieu, indiquez le type d'ajustement dans les critères supplémentaires ci-dessous) *Recommandé avec hauteur de dossier standard <input checked="" type="checkbox"/> Non			
<b>B</b>	<b>Hauteur du dossier</b> choisissez <b>seulement 1</b>	<input type="checkbox"/> Standard = hauteur allant de 450mm (17,7 po) à 660 mm (26 po) <input checked="" type="checkbox"/> Dossier haut = hauteur supérieur à 660 mm (26 po) <input type="checkbox"/> Aucune préférence = hauteur minimale de 450mm (17.0 in.)			
<b>B</b>	<b>Profil du dossier</b> choisissez <b>seulement 1</b>	<input checked="" type="checkbox"/> Aucune préférence (Il est recommandé de sélectionner «aucune préférence» car les profils n'affectent pas la fonctionnalité de la chaise). <input type="checkbox"/> Autre = _____			
<b>C</b>	<b>Soutien lombaire</b> choisissez <b>TOUT</b> ce qui est acceptable	<u>Réglable</u> <input checked="" type="checkbox"/> Haut/bas = ajustement en hauteur d'au moins 50 mm (2,0 po) entre 150 mm (5,9 po) et 250 mm (9,8 po) <input type="checkbox"/> Autre = _____ <input type="checkbox"/> Fixe = entre 150 mm (5,9 po) et 250 mm (9,8 po) au-dessus du siège			
<b>D</b>	<b>Accoudoirs</b> choisissez <b>TOUT</b> ce qui est acceptable	<u>Critères ajustables</u> <input checked="" type="checkbox"/> Hauteur réglable = ajustement d'au moins de 63 mm (2,5 po) entre 176 mm (6,9 po) à 289 mm (11,4 po) <input checked="" type="checkbox"/> Largeur réglable = dans la gamme de 443 mm (17 po) et 493 mm (19,4 po) <input checked="" type="checkbox"/> Pivot réglable = latéralement d'au moins 20° vers l'intérieur et d'au moins 10° vers l'extérieur <input type="checkbox"/> Fixe = plage de hauteur entre 200 mm (7,9 po) à 250 mm (9,8 po) <input type="checkbox"/> Aucun			
<b>E</b>	<b>Profondeur du siège</b> choisissez <b>TOUT</b> ce qui est acceptable	<input checked="" type="checkbox"/> Réglable = ajustement d'au moins 50 mm (2,0 po) à l'intérieur d'une plage comprise entre 420 mm (16,5 po) et 460 mm (18,1 po) <input type="checkbox"/> Fixe <table border="1" style="margin-left: 20px;"> <tr> <td><input type="checkbox"/> Peu profond = 380 mm (15,0 po) à 420 mm (16,5 po)</td> </tr> <tr> <td><input type="checkbox"/> Moyennement profond = supérieur à 420 mm (16,5 po) jusqu'à 460 mm (18,1 po)</td> </tr> <tr> <td><input type="checkbox"/> Profond = supérieur à 460 mm (18,1 po)</td> </tr> </table>	<input type="checkbox"/> Peu profond = 380 mm (15,0 po) à 420 mm (16,5 po)	<input type="checkbox"/> Moyennement profond = supérieur à 420 mm (16,5 po) jusqu'à 460 mm (18,1 po)	<input type="checkbox"/> Profond = supérieur à 460 mm (18,1 po)
<input type="checkbox"/> Peu profond = 380 mm (15,0 po) à 420 mm (16,5 po)					
<input type="checkbox"/> Moyennement profond = supérieur à 420 mm (16,5 po) jusqu'à 460 mm (18,1 po)					
<input type="checkbox"/> Profond = supérieur à 460 mm (18,1 po)					

<b>F</b>	<b>Largeur du siège</b>	<b>Veillez vous référer au type de chaise au haut de la page</b> <i>Fauteuil standard rotatif et tabouret rotatif (largeur minimum de 450 mm (17,7 po)) Fauteuil rotatif de grandes dimensions (largeur minimum de 560 mm (22 po))</i>		
<b>G</b>	<b>Hauteur du siège</b> <i>choisissez TOUT ce qui est acceptable</i>	<b>Fauteuil rotatif</b>	<input checked="" type="checkbox"/> Réglable <input type="checkbox"/> Bas = 376 mm (14,8 po) ou moins à 439 mm (17,3 po) ou plus (doit inclure la plage du siège bas) <input type="checkbox"/> Autre = voir les critères additionnels plus bas	<input checked="" type="checkbox"/> Standard = 417 mm (16,4 po) ou moins à 512 mm (20,2 po) ou plus (doit inclure la plage du siège standard) <input type="checkbox"/> Fixe = entre 417 mm (16,4 po) à 512 mm (20,2 po)
		<b>Tabouret pivotant avec dossier</b>	<input type="checkbox"/> Réglable = doit être compris entre 580 mm (23 po) et 840 mm (33 po) <input type="checkbox"/> Fixe = doit être supérieur ou égal à 670 mm (27,5 po)	
<b>H</b>	<b>Mécanisme d'inclinaison</b> <i>choisissez seulement 1</i>	<input type="checkbox"/> Mécanisme d'inclinaison = Le siège et le dossier s'ajustent ensemble dans un rapport supérieur à 1: 1 (inclut à la fois l'inclinaison synchro et l'inclinaison à l'unisson) <input checked="" type="checkbox"/> Incliner indépendamment = l'assise et le dossier se règlent indépendamment l'un de l'autre <input type="checkbox"/> Aucune préférence		
<b>I</b>	<b>Mécanisme de verrouillage du siège et du dossier</b>	<input type="checkbox"/> Position de configuration = la chaise se verrouille ou s'arrête à une position avec l'assise à plat et le dossier droit <input checked="" type="checkbox"/> Positions multiples = la chaise se verrouille ou s'arrête à plusieurs positions (y compris la position de configuration)		
<b>J</b>	<b>Roulettes</b>	<input checked="" type="checkbox"/> Tapis (moquette) <input type="checkbox"/> Surface dures		
<b>L</b>	<b>Repose-pieds</b>	<i>Standard avec tabouret seulement</i>		
	<b>Finis</b> <i>(Rembourrage / Non-rembourrage)</i>  <i>choisissez TOUT ce qui est acceptable</i>	<b>Dossier</b>	<input checked="" type="checkbox"/> Tissu <input type="checkbox"/> Revêtement respirant (tissu à maille) <input type="checkbox"/> Autre = _____	
		<b>Siège</b>	<input checked="" type="checkbox"/> Tissu <input type="checkbox"/> Revêtement respirant (tissu à maille) <input type="checkbox"/> Autre = _____	
		<input type="checkbox"/> Aucune préférence		
	<b>Critères supplémentaire s</b> <i>(le cas échéant)</i>	<u>Laissez vide s'il n'y a pas de critères supplémentaires</u> <ul style="list-style-type: none"> <li>➢ <i>UDs doivent définir tout critère supplémentaire justifiable pour les besoins spécifiques de leur besoin.</i></li> <li>➢ <i>Reportez-vous à l'exemple de sollicitation sur le site Web du meuble pour un exemple de libellé des critères supplémentaires couramment demandés</i></li> <li>➢ <i>Les critères supplémentaires doivent être génériques et non spécifiques au fournisseur</i></li> </ul>		

**Table A2: Rotary Chair**



<b>TYPE DE FAUTEUIL</b> <b>conférence</b>	<b>QTÉ: _75_____</b>
<input checked="" type="checkbox"/> Fauteuil rotatif (jusqu'à 275 lbs) <input type="checkbox"/> Fauteuil rotatif de grandes dimensions (275 à 400 lbs) <input type="checkbox"/> Tabouret rotatif	

Spécification pour les Fauteuils de Bureau (AMA)

	Critères	Critères de sélection
<b>A</b>	<i>Appui-tête</i>	<input checked="" type="checkbox"/> Non <input type="checkbox"/> Oui <input type="checkbox"/> Aucune préférence
<b>B</b>	<i>Hauteur du dossier</i>	<input checked="" type="checkbox"/> Standard = hauteur allant de 450mm (17,7 po) à 660 mm (26 po) <input type="checkbox"/> Dossier haut = hauteur supérieur à 660 mm (26 po) <input type="checkbox"/> Aucune préférence
	<i>Préférence(s) de style de dossier</i>	<div style="display: flex; align-items: center;"> <div style="margin-right: 20px;"> <input checked="" type="checkbox"/> Aucune préférence           </div> <div style="display: flex; gap: 10px;"> <div style="text-align: center;"><input type="checkbox"/></div> <div style="text-align: center;"><input type="checkbox"/></div> <div style="text-align: center;"><input type="checkbox"/></div> <div style="text-align: center;"><input type="checkbox"/></div> </div> <div style="margin-left: 20px; font-size: small;"> <i>Note: Le style représente la forme générale, mais le design peut varier.</i> </div> </div>
<b>C</b>	<i>Soutien lombaire</i>	<input type="checkbox"/> Réglable = ajustement en hauteur d'au moins 50 mm (2,0 po) entre 150 mm (5,9 po) et 250 mm (9,8 po) <span style="float: right;"><input type="checkbox"/> Haut/bas</span>
		<input type="checkbox"/> Fixe = entre 150 mm (5,9 po) et 250 mm (9,8 po) au-dessus du siège <span style="float: right;"><input type="checkbox"/> Intérieur/extérieur</span>
		<input checked="" type="checkbox"/> Aucune préférence <span style="float: right;"><input type="checkbox"/> Intérieur/extérieur et haut/bas</span>
<b>D</b>	<i>Accoudoirs</i>	<b>Critères ajustables - choisir 1 ou plus</b> <input checked="" type="checkbox"/> Hauteur réglable = ajustement d'au moins de 63 mm (2,5 po) entre 176 mm (6,9 po) à 289 mm (11,4 po) <input checked="" type="checkbox"/> Largeur réglable = ajustement d'au moins de 75 mm (3,0 po) entre 443 mm (17 po) et 493 mm (19,4 po) <input checked="" type="checkbox"/> Pivot réglable = latéralement d'au moins 20° vers l'intérieur et d'au moins 10° vers l'extérieur
		<input type="checkbox"/> Fixe = plage de hauteur entre 200 mm (7,9 po) à 250 mm (9,8 po)
		<input type="checkbox"/> Aucun
		<input checked="" type="checkbox"/> Réglable = ajustement d'au moins 50 mm (2,0 po) à l'intérieur d'une plage comprise entre 420 mm (16,5 po) et 460 mm (18,1 po)
<b>E</b>	<i>Profondeur du siège</i>	<input type="checkbox"/> Peu profond = 380 mm (15,0 po) à 420 mm (16,5 po)
		<input type="checkbox"/> Moyennement profond = supérieure à 420 mm (16,5 po) jusqu'à 460 mm (18,1 po)
		<input type="checkbox"/> Profond = supérieure à 460 mm (18,1 po)
		<input type="checkbox"/> Aucune préférence
<b>F</b>	<i>Largeur du siège</i>	<b><u>Veillez vous référer au type de chaise au haut de la page</u></b> <i>Fauteuil standard rotatif et tabouret rotatif (largeur minimum de 450 mm (17,7 po))</i> <i>Fauteuil rotatif de grandes dimensions (largeur minimum de 560 mm (22 po))</i>
<b>G</b>	<i>Hauteur du</i>	<i>Fauteuil rotatif</i> <input checked="" type="checkbox"/> Réglable <input checked="" type="checkbox"/> Standard = 417 mm (16,4 po) ou moins à 512 mm (20,2 po) ou

	<i>siège</i>		<p><i>plus</i> (doit inclure la plage du siège standard)</p> <input type="checkbox"/> Bas = 376 mm (14,8 po) ou moins à 439 mm (17,3 po) ou plus (doit inclure la plage du siège bas) <input type="checkbox"/> Autre = voir les critères additionnels plus bas
			<input type="checkbox"/> Fixe = entre 417 mm (16,4 po) à 512 mm (20,2 po)
	<i>Tabouret pivotant</i>		<input type="checkbox"/> Réglable = doit être compris entre 580 mm (23 po) et 840 mm (33 po) <input type="checkbox"/> Fixe = doit être supérieur ou égal à 670 mm (27,5 po)
<b>H</b>	<i>Mécanisme d'inclinaison</i>	<input type="checkbox"/> Inclinaison simultanée = le siège et le dossier s'inclinent en même temps dans un mouvement simultané, selon un rapport supérieur à 1:1 de l'assise <input type="checkbox"/> Inclinaison solidaire = le siège et le dossier s'inclinent en même temps (y compris au niveau du genou), selon un rapport de 1:1 <input checked="" type="checkbox"/> Inclinaison indépendante = les angles de l'assise et du dossier sont réglables de façon indépendante <input type="checkbox"/> Aucune préférence	
<b>I</b>	<i>Mécanisme de verrouillage du siège et du dossier</i>	<input type="checkbox"/> Position de configuration = le siège placé dans la position la plus horizontale possible et le dossier placé dans la position la plus verticale possible <input type="checkbox"/> Positions multiples = inclus la position de configuration et d'autres positions de l'assise et du dossier <input checked="" type="checkbox"/> Aucune préférence	
<b>J</b>	<i>Roulettes</i>	<input checked="" type="checkbox"/> Tapis (moquette) <input type="checkbox"/> Surface dures	
<b>L</b>	<i>Repose-pieds</i>	Standard avec tabouret seulement	
	<i>Rembourrage</i>	Dossier	<input type="checkbox"/> Tissu <input checked="" type="checkbox"/> Revêtement respirant (tissu à maille) <input type="checkbox"/> Autre : _____
		Siège	<input checked="" type="checkbox"/> Tissu <input type="checkbox"/> Revêtement respirant (tissu à maille) <input type="checkbox"/> Autre : _____
		<input type="checkbox"/> Aucune préférence	
	<i>Critères supplémentaires</i>	Plage acceptable pour "usage domestique" – Hauteur du siège, fauteuil rotatif, réglable avec les besoins suivants : Doit avoir un ajustement min. de 127 mm (5.0 po) en hauteur, inclus dans 482.6 mm (19.0 in) ou moins à 546.1 mm (21.5 po) ou plus.	

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## ANNEX B BASIS OF PAYMENT

### 1. Procurement Strategy

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".

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### **ALL-INCLUSIVE PROCUREMENT**

**Table 1: Summary of Chairs for all inclusive procurement**

*(insert description if applicable).*

Section A - IU REQUIREMENT			Section B – SUPPLIER’S BID		
Table	Title	Qty	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
A1	Rotary Chair – Office	35		\$	\$
A2	Rotary Chair – Conference room	75		\$	\$
				Subtotal Products:	\$

**Table 2 – Delivery**

(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 1	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 \$
A1	1550 d'Estimauville, Québec, QC - G1J 5E9 Étage : 07	2023-02-27 Au 2023-15-03	Normal Business Hours	_____ : weeks <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
A2	1550 d'Estimauville, Québec, QC - G1J 5E9 Étage : 07		Normal Business Hours	_____ : 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 SA, 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 1	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 \$
1	1550 d'Estimauville, Québec, QC - G1J 5E9 Étage : 07	2023-02-27 Au 2023-15-03	Normal Business Hours	_____ : weeks from date of supply and delivery <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
2	1550 d'Estimauville, Québec, QC - G1J 5E9 Étage : 07		Normal Business Hours	_____ : weeks from date of supply and delivery <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	

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<p>*Normal Business Hours 8:00 – 17:00, as per SA, 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><i>Add more rows if necessary.</i></p>	<p>Installation Total:</p>	<p>\$</p>
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**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	<p>IU is to consult the Supplier's Website identified in Part 6A of the SA to view the available finishes.</p> <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>	
	<p><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></p> <p><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></p>	
2.1	Loading Dock/Location	
A	Location	1550 d'Estimauville, Québec, QC - G1J 5E9
B	Dock	Dock accessible by des Moqueurs street. The loading dock door is 14 feet high by 18 feet wide. The dock can accommodate trucks up to 26 feet in size
C	Lift	N/A
D	Door	N/A
E	Freight Elevator	N/A
F	Other (specify, if any)	The dimensions of the elevators are 96 inches high, 66 inches deep and 84 inches wide
<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 the Bidder's SA for Work Spaces.</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 the SA, Part 6B)	

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

*(Canada may complete if not completed by the Bidder)*

1	<b>Firm Product Total (Table 1)</b>	\$
2	<b>Firm Delivery Total (Table 2)</b>	\$
3	<b>Firm Installation Total (Table 3)</b>	\$
4	<b>Optional Product Total (Table 4) <i>(Applicable if Option is exercised)</i></b>	\$
5	<b>Optional Delivery Total (Table 5) <i>(Applicable if Option is exercised)</i></b>	\$
6	<b>Optional Installation Total (Table 6) <i>(Applicable if Option is exercised)</i></b>	\$
7	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	\$
8	<b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6 + 7) <i>[to be removed at contract award]</i></b>	\$
9	<b>Contract Price(1 + 2 + 3 + 7): <i>[applicable at contract award only]</i></b>	\$
10	<b>Applicable Tax(es): <i>[applicable at contract award only]</i></b>	\$
11	<b>Total Estimated Cost (9 + 10): <i>[applicable at contract award only]</i></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 #: