



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

Bid Receiving/Réception des soumissions

Kathleen Nillas  
kathleen.nillas@rcmp-grc.gc.ca

**REQUEST FOR  
PROPOSAL**

**DEMANDE DE  
PROPOSITION**

Proposal to: Royal Canadian Mounted Police

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.

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

Proposition aux : Gendarmerie royale du 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 appendices ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

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

Comments: - Commentaires :

THIS DOCUMENT DOES NOT CONTAIN A SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT N'EST LIÉ À AUCUNE EXIGENCE DE SÉCURIT

<b>Title – Sujet</b> Ergonomic Rotary Chairs for RCMP		<b>Date</b> 2022-12-14
<b>Solicitation No. – N° de l'invitation</b> M2989-2-0236/A		
<b>Client Reference No. - No. De Référence du Client</b> M2989-2-0236		
<b>Solicitation Closes – L'invitation prend fin</b>		
<b>At /à :</b>	1400	PST (Pacific Standard Time) HSP (Heure Standard du Pacifique)
<b>On / le :</b>	2023-01-06	
<b>Delivery - Livraison</b> See herein — Voir aux présentes	<b>Taxes - Taxes</b> See herein — Voir aux présentes	<b>Duty – Droits</b> See herein — Voir aux présentes
<b>Destination of Goods and Services – Destinations des biens et services</b> See herein — Voir aux présentes		
<b>Instructions</b> See herein — Voir aux présentes		
<b>Address Inquiries to – Adresser toute demande de renseignements à</b> Kathleen Nillas Procurement Officer, Procurement and Contracting Unit Agente d'approvisionnement, Sous-direction des services de l'approvisionnement et des contrats Email/Courriel : kathleen.nillas@rcmp-grc.gc.ca		
<b>Telephone No. – No. de téléphone</b> 778-290-2981	<b>Facsimile No. – No. de télécopieur</b> 778-290-6110	
<b>Delivery Required – Livraison exigée</b> See herein — Voir aux présentes		<b>Delivery Offered – Livraison proposée</b>
<b>Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:</b>		
<b>Telephone No. – No. de téléphone</b>	<b>Facsimile No. – No. de télécopieur</b>	
<b>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)</b>		
<b>Signature</b>	<b>Date</b>	



**TABLE OF CONTENTS**

**PART 1 - GENERAL INFORMATION ..... 3**

1.1 SECURITY REQUIREMENTS .....3

1.2 REQUIREMENT .....3

1.3 GENERAL OR PROCUREMENT STRATEGY FOR INDIGENOUS BUSINESS (PSIB) .....3

1.4 DEBRIEFINGS .....3

**PART 2 - BIDDER INSTRUCTIONS ..... 4**

2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS .....4

2.2 SUBMISSION OF BIDS.....4

2.3 ENQUIRIES - BID SOLICITATION .....4

2.4 BID CHALLENGE AND RECOURSE MECHANISMS.....4

**PART 3 - BID PREPARATION INSTRUCTIONS ..... 6**

3.1 BID PREPARATION INSTRUCTIONS .....6

**PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION ..... 8**

4.1 EVALUATION PROCEDURES.....8

4.2 BASIS OF SELECTION.....8

**PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION ..... 9**

5.1 CERTIFICATIONS REQUIRED WITH THE BID .....9

5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION .....9

**PART 6 - RESULTING CONTRACT CLAUSES ..... 11**

6.1 SECURITY REQUIREMENTS .....11

6.2 REQUIREMENT .....11

6.3 STANDARD CLAUSES AND CONDITIONS .....11

6.4 TERM OF CONTRACT .....12

6.5 AUTHORITIES .....13

6.6 PAYMENT .....14

6.7 INVOICING INSTRUCTIONS .....14

6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION.....14

6.9 APPLICABLE LAWS.....14

6.10 PRIORITY OF DOCUMENTS .....14

6.11 ACCESS TO FACILITIES AND EQUIPMENT .....15

6.12 CANADA’S FACILITIES TO ACCOMMODATE THE DELIVERY .....15

6.13 STANDARD FINISHES.....15

6.14 SACC MANUAL CLAUSES .....15

**ANNEX A ..... 16**

REQUIREMENT.....16

**ANNEX B ..... 18**

BASIS OF PAYMENT .....18



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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).

PSIB Stream Procurement

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

### **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.

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



## PART 2 - BIDDER INSTRUCTIONS

### 2.1 *Standard Instructions, Clauses and Conditions*

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

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

The [2003 \(2022-03-29\)](#) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 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 Canada in writing of any changes affecting the list of names.

### 2.2 *Submission of Bids*

#### 1. Bid Receiving Unit/date

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

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

### 2.3 *Enquiries - Bid Solicitation*

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

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

### 2.4 *Bid Challenge and Recourse Mechanisms*

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:



- Office of the Procurement Ombudsman (OPO)
  - Canadian International Trade Tribunal (CITT)
- (c) Suppliers should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.



## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

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 soft copy in PDF format)
- Section II: Financial Bid** (one soft copy in PDF format)
- Section III: Certifications and Additional Information** (one soft copy in PDF format)

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

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

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

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

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

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

#### **Important Note:**

For bids transmitted by email, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:

- a. receipt of garbled or incomplete bid;
- b. delay in transmission or receipt of the bid to the Contracting Authority's email inbox (the date & time on the email received by the Contracting Authority is considered the date & time of receipt of the bid submission);
- c. availability or condition of the receiving equipment;
- d. incompatibility between the sending and receiving equipment;
- e. failure of the Bidder to properly identify the bid;
- f. illegibility of the bid; or
- g. security of bid data.



**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**

<b>Mandatory Technical Criteria (MTC)</b>		
<b>Criteria #</b>		<b>MET/ NOT MET &amp; COMMENTS</b>
<b>MTC 1</b>	<p>The Bidder must provide a line drawing and/or a 3-D with dimensions of product "X" as described at Annex A of this solicitation.</p> <p>To demonstrate compliance with MTC 1, the Bidder must submit a drawing and/or 3-D of product "X" that substantiates, at a minimum:</p> <ul style="list-style-type: none"> <li>- Length</li> <li>- Width</li> <li>- Height</li> </ul> <p>Any media (soft copy) submitted must be readable by Canada.</p>	

**4.1.2 Financial Evaluation**

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

**4.2 Basis of Selection**

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





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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 Federal Contractors Program for Employment Equity - Bid Certification**

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



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

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

### **5.2.2.1 Price Certification**

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

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

The Bidder certifies that the price proposed

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

b. Price Certification – Canadian Agency and Resale Outlets

The Bidder certifies that the price proposed

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



## PART 6 - RESULTING CONTRACT CLAUSES

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

PSIB<sup>2</sup> Stream

### 6.3 Standard Clauses and Conditions

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

#### 6.3.1 General Conditions

[2010A](#) (2022-01-28), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

Section 09 - Warranty, is amended as follows:

At Sub-section 1.

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

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

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



At Sub-section 2.

Deleted: In its entirety  
Inserted: as follows:

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

Section 16 - Interest on Overdue Accounts

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

#### **6.4 Term of Contract**

##### **6.4.1 Period of the Contract**

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

##### **6.4.2 Delivery Date**

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

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

##### **6.4.3 Shipping Instructions**

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

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

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

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



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## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Kathleen Nillas  
Title: Procurement Officer  
Department: Royal Canadian Mounted Police  
Address: Mailstop #909, 14200 Green Timbers Way, Surrey, BC Canada V3T 6P3  
Telephone: 778-290-2981  
E-mail address: kathleen.nillas@rcmp-grc.gc.ca

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

### 6.5.2 Project Authority

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

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

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

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

### 6.5.3 Contractor's Representative

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

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



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

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

## **6.7 Invoicing Instructions**

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

Invoices must be distributed as follows:

- a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

## **6.8 Certifications and Additional Information**

### **6.8.1 Compliance**

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

## **6.9 Applicable Laws**

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

### **6.10 Priority of Documents**

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

- (a) the Articles of Agreement of the SA E60PQ-120001;
- (b) the Articles of this Agreement;
- (c) the general conditions [2010A \(2022-01-28\)](#) – General Conditions: Goods (Medium Complexity);



- 
- (d) Annex A, Requirement;
  - (e) Annex B, Basis of Payment; and
  - (f) the Contractor's bid dated \_\_\_\_\_ (to be filled in only at contract award).

#### **6.11 Access to Facilities and Equipment**

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

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

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

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

#### **6.13 Standard finishes**

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

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

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

#### **6.14 SACC Manual Clauses**

SACC Manual clause [B7500C](#) (2006-06-16), Excess Goods  
SACC Manual clause [A9068C](#) (2010-01-11), Government Site Regulations  
SACC Manual clause [B6802C](#) (2007-11-30), Government Property  
SACC Manual clause [G1005C](#) (2016-01-28), Insurance - No Specific Requirement



**ANNEX A  
REQUIREMENT**

**Table A1: Ergonomic Rotary Chairs**



<b>CHAIR TYPE</b>	<b>QTY: 139</b>
<input type="checkbox"/> Rotary Chair (up to 275 lbs) <input checked="" type="checkbox"/> Rotary Chair large occupant (up to 400 lbs) <input type="checkbox"/> Rotary Stool with backrest	

<b>IMPORTANT:</b> Canada may request additional information to confirm criteria prior to contract award within a time period specified by the Identified User (IU).			
Criteria	Requirement Choices		
<b>A</b> <i>Headrest</i>	<input type="checkbox"/> Yes – Adjustable and Removable <input checked="" type="checkbox"/> No		
<b>B</b>	<i>Backrest Height</i> <input checked="" type="checkbox"/> Standard <input type="checkbox"/> High <input type="checkbox"/> No preference		
	<i>Backrest Profile</i> <input type="checkbox"/> No preference <input checked="" type="checkbox"/> Other = 6" forward tilt adjustment, back height adjustment, pneumatic height adjustment and tension control.		
<b>C</b> <i>Lumbar Support</i>	<u>Adjustable</u> <input type="checkbox"/> Up/Down <input checked="" type="checkbox"/> Other = built-in lumbar support for proper posture and ergonomic support		
	<input type="checkbox"/> Fixed		
<b>D</b> <i>Armrests</i>	<u>Adjustable:</u> <input type="checkbox"/> Height adjustable <input type="checkbox"/> Width adjustable <input type="checkbox"/> Pivot adjustable		
	<input type="checkbox"/> Fixed		
	<input checked="" type="checkbox"/> None		
<b>E</b> <i>Seat Depth</i>	<input type="checkbox"/> Adjustable		
	<input checked="" type="checkbox"/> Fixed <table border="0" style="margin-left: 20px;"> <tr> <td><input type="checkbox"/> Shallow</td> </tr> <tr> <td><input type="checkbox"/> Medium</td> </tr> <tr> <td><input checked="" type="checkbox"/> Deep = greater than 460 mm (18.1 in.)</td> </tr> </table>	<input type="checkbox"/> Shallow	<input type="checkbox"/> Medium
<input type="checkbox"/> Shallow			
<input type="checkbox"/> Medium			
<input checked="" type="checkbox"/> Deep = greater than 460 mm (18.1 in.)			





<b>F</b>	<i>Seat Width</i>	<p><u>Refer to chair type above</u></p> <p><b>26.5"</b></p> <p><i>Rotary chairs and stools = min. width of 450 mm (17.7in.)</i></p> <p><i>Rotary Large Occupant models = min. width of 560 mm (22.0 in.)</i></p>	
<b>G</b>	<i>Seat Height</i>	<i>Rotary Chair</i>	<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Standard <input type="checkbox"/> Low <input checked="" type="checkbox"/> Other = 17" – 22.5"
			<input type="checkbox"/> Fixed
	<i>Rotary Stool with backrest</i>	<input type="checkbox"/> Adjustable <input type="checkbox"/> Fixed	
<b>H</b>	<i>Tilt Mechanism</i>	<input type="checkbox"/> Tilt Mechanism <input checked="" type="checkbox"/> Tilt Independently <i>seat and backrest adjust independently of each other</i> <input type="checkbox"/> No preference	
<b>I</b>	<i>Seat and Backrest Locks</i>	<input type="checkbox"/> Setup Position <input checked="" type="checkbox"/> Multiple Positions = <i>chair locks or stops at multiple positions (including setup position)</i>	
<b>J</b>	<i>Casters</i>	<input checked="" type="checkbox"/> carpet <input type="checkbox"/> hard surface	
<b>L</b>	<i>Foot Ring</i>	<i>Standard with stool models only</i>	
	<i>Finishes</i>	<i>Backrest</i>	<input type="checkbox"/> Upholstery <input type="checkbox"/> Breathable material (Mesh) <input type="checkbox"/> Other =
		<i>Seat</i>	<input checked="" type="checkbox"/> Upholstery <input type="checkbox"/> Breathable material (Mesh) <input type="checkbox"/> Other =
	<b>Additional Criteria:</b>	<p><i>Chairs to be delivered assembled and removed from boxes.</i></p> <p><i>Chairs unloaded off the truck and pushed up the ramp into our buildings with the wheel chair ramp, or small steps we have out front (half steps, with about 10-15 up to the building). There is a loading zone out front of our main entrance, and the chairs would need to be pushed through the courtyard (approximately 75 feet).</i></p>	



**ANNEX B  
BASIS OF PAYMENT**

**1. Procurement Strategy**

Subcategory Procurement

All-inclusive Procurement

**2. Product and Pricing**

**INSTRUCTIONS TO BIDDERS:** Bidders are to complete Sections B of the tables identified by the IU in this article as well as Tables 4 and 5. **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”.

**ALL-INCLUSIVE PROCUREMENT**

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

Section A - IU REQUIREMENT			Section B – SUPPLIER’S BID		
Table	Title	Quantity (A)	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
A1	Ergonomic High Back Multi Tilter Chairs	139		\$	\$
Product Sub-total:					\$

**Table 2 – Delivery**

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID	
Product Item # from Table 1	Location	Desired Date** (YYYY-MM-DD)	Desired Time:*	Supplier will supply and deliver as per below**	Firm Lot Price \$
A1	RCMP Pacific Region Training Centre 1101 – 45337 Calais Crescent Chilliwack, BC V2R 0N6	Must be delivered no later than 2023/03/24	Normal Business Hours	_____ : weeks <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 0900 – 1500, Monday to Friday, 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 – 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	1101 – 45337 Calais Crescent, Chilliwack, BC V2R 0N6
B	Dock	none
C	Lift	Does not exist
D	Door	
E	Freight Elevator	None
F	Other (specify, if any)	Ramp to building
<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)	

**Table 4 - Bid Evaluation and Contract Total**

1	Firm Product Total (Table 1)	\$
2	Firm Delivery Total (Table 2)	\$
3	Total Evaluated (Bid) Price* (1 + 2) <i>[to be removed at contract award]</i>	\$
4	Contract Price (1 + 2): <i>[applicable at contract award only]</i>	\$
5	Applicable Tax(es): <i>[applicable at contract award only]</i>	\$
6	Total Estimated Cost (4 + 5): <i>[applicable at contract award only]</i>	\$

\* Applicable taxes extra.

**Table 5 – Bidder's Authorized Representative**

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