

## REQUEST FOR BID 1000031436

### AMENDMENT #001

The purpose of this amendment is to respond to questions raised by bidders and replace Annex A Statement of Requirement and Basis of Payment in its entirety.

### BIDDER QUESTIONS AND ANSWERS

**Question 1.** Would you accept a partial delivery before March 31st and balance of product after that date?

**Response 1.** Deliveries will be only accepted on or after April 1, 2023.

**Please refer to enclosed Annex A Statement of Requirement and Basis of Payment for revised dates for the following:  
Category 1,2 & 5, Table 2 – Delivery & Table 3 – Installation  
Category 6 & Non-SA, Table 2 – Delivery & Table 3 - Installation.**

**Question 2.** Table 1- Category 1B - Item 1 - are wire scoops at back of surface acceptable in place of grommets?

**Response 2.** No.

**Question 3.** Table 1 - Category 2 - Item 4 - What is the ceiling ht- required to calculate pole height?

**Response 3.** 106 inches

**Question 4.** Table 1 - Category 6 - Item 7 - Cannot find that GoCUID - smallest square table in this section is 30" x 30" ( no 24" x 24")

**Response 4.** Item 7 has been removed from Category 6 SA products and added to the NSA Category table as item 23.

**(Refer to the revised Annex A Statement of Requirement and Basis of Payment attached herein)**

**Question 5.** Table 1 - Category 6 - Item 8 - This GoCUID is for post legs but pedestal base is specified in BID document - please confirm that post legs are acceptable?

**Response 5.** No, Justice Canada requires the Pedestal Base.

**Question 6.** Table 1 - Category 6 - Item 10 - Are 4 legs acceptable instead of sled base?

**Response 6.** No, Justice Canada requires the sled base.

**Question 7.** Table 1 - Category 6 - Item 12 - Are legs acceptable instead of a base?

**Response 7.** No

**Question 8.** Category 6 - Item 14- can this item be removed and put in separate Table?

**Response 8.** No

**Question 9.** Category 6 - Item 15- Can this item be removed and put in separate Table?

**Response 9.** No

**Question 10.** NSA - Item 22 - Can this item be put in a separate Table?

**Response 10.** No

**END OF AMENDMENT #001**

**ANNEX A**  
**REQUIREMENT and BASIS OF PAYMENT**

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1. Category Selection

**Combined Categories Rule:**

For reasons of compatibility, the following categories will be combined for evaluation and contract award purposes:  
The rule only applies to the categories below that are checked. The unchecked categories will be evaluated separately and may be awarded to multiple suppliers;

**Category 1**

**Category 2**

**Category 5**

**\* Exception: when using the Cat 1, 2, 5 combined categories rule, IU's may calculate the percentage of NSA product allowed (as defined in their solicitation document) against the total quantity of the combined categories.**

**Design Upgrade Rule:**

The IU may exercise an option to upgrade products up to 20% of each Category product total before Applicable Taxes after contract award. The Design Upgrade amount is used at the discretion of the Project Authority (PA) **prior to the manufacturing/ordering of the products**, the PA will provide the Contractor with a written notice of Canada's Design Upgrade choices for each of the product(s) to be upgraded. The Contractor will provide the pricing of the upgraded product(s) to a maximum of 20% of each Category Contract Price of Table 8. The Contracting Authority will issue an amendment to the contract with the Design Upgrades and pricing. The Supplier certifies that all the Design Upgraded products offered will conform to all specifications and meet the testing requirements detailed in the Specifications of the Supply Arrangement.  
Design Upgrade: is the process of replacing a product with a more innovative or enhanced version of the same product.

**NSA:**

NSA products can be incorporated in the RFB and must not exceed 30% of the firm quantity by category. NSA items must be added to the category that is most closely related and must be generic.

The requirement includes the following category (ies) of work:

a. Category 1 – Interconnecting Panels and Freestanding Systems

Category 1a – Interconnecting Panels

Category 1b – Supporting components and freestanding furniture

**RULE:** Metal Storage

Identified Users may procure metal storage products forming part of Category 1 when the metal storage products will be part of a requirement for a workstation(s)/work point(s). If this rule does not apply, Category 3 must be used for the metal storage products forming part of this category.

b.  Category 2 – Freestanding Height Adjustable Desk / Table Products

c.  Category 3 – Metal Filing and Storage Cabinets

Identifying the maximum height of the Personal Storage Towers, Wardrobes and Storage Cabinets is acceptable as per 6B. 4.1 of the SA (table 1 Additional product details)

d.  Category 4 – Wood Veneer – Freestanding Products

e.  Category 5 – Ancillary and Lighting Products

f.  Category 6 - Support Space – Collaborative Furniture

**RULE:** Category 6 can be further subdivided by space or like product in order to increase or allow competition. Space is defined as a location available for a particular purpose such as a meeting room space or a collaborative space. Like products are defined as products with similar design and construction. If NSA products form part of the requirement, the IU must validate the 30% NSA prior to subdividing the category. NSA products can be added to any subdivide or in its own subdivide.

The IU must identify how Category 6 will be subdivided in the Product Table for Category 6.

g.  NSA Product(s) – Category(ies) : Category 6

2. Product and Pricing Tables

Site Inspection Date: To be coordinated with Project Authority after contract award. (Refer to Annex A article 4 of the SA for Site Inspection and Documentation instructions.)

INSTRUCTIONS TO BIDDERS: Bidders are to complete Sections B of the tables identified by the IU in this article as well as Tables 8 and 9. **Bidders must provide a complete product offering for each category, or CAT 6 sub-divide they wish to submit a bid in order to be compliant.**

\*\*Refer to article 6A.7 for instructions on how to submit products that are not approved in product listing.\*\*

In a resulting contract, the term "Bid" means the Supplier's commitment, the term "Bidder" means "Contractor".

Product Categories: 1, 2 & 5

Table 1 – Product Table

#	Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
	GoCUID	Description of Product <i>(Additional product details may be inserted, if required as per 6B.4.1 of the SA)</i>	QTY	** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
<b>Category 1b</b>							
1	1bFFHREC30L60WNOLNY	Freestanding systems, fixed height work surfaces (laminated), rectangular, C legs, 30 X 60 X 29 inches, with grommets.  If available, 1X long surface, 30 inches by 120 inches  Notes: No modesty panel	2	Yes		\$	\$
2	1bFFHREG24L72WNOLNY	Freestanding systems, fixed height work surfaces (laminated), rectangular, 2 full height gables, 24 X 72 X 29 inches, laminate modesty panel, with grommets	6	No		\$	\$
<b>Category 2</b>							
3	2WSSREXXL30L60BELXX	Individual height adjustable work surfaces, sit/stand position, rectangular, laminate finish, 30X60, height adjustable from 23 to 48.7 inches, electric.  Notes: With grommets and cable storage below the surface included	8	Yes		\$	\$
4	2B2LREXXL30L60BELFR	Modular benching height adjustable work surface, 2 surfaces long X 2 surfaces deep (4 attached stations), rectangular, finish: laminate, 30X60, height adjustable from 23 to 48.7 inches, electric control, frosted/acrylic privacy screen (face-to-face)  Notes:	1	Yes		\$	\$

		Include a compatible power pole (ceiling) for electrical connection of the surface group.  Grouping of 4 surfaces (attached), height adjustable, electric  With grommets and cable storage below the 4 surfaces included					
<b>Category 5</b>							
5	5MOADUARMCLPMTXXX XX	Dual monitor arm, clamp mount  Notes: See Attachment 1 Monitor Arm Specifications	14	Yes		\$	\$
6	5PMOWKSMTACUSBXXX XX	Power module, work surface mounted, AC and USB power	14	No		\$	\$
<b>**Provide additional information:</b> Canada is requesting bidders: to provide drawings and/or pictures including descriptive literature for these products with your bid submission.							
Product 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: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
1 to 6	Sun life Building 50 O'Connor 5th floor Ottawa ON K1P 6L2	2023-04-01	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  **The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.				Delivery Total:	\$

**Table 3 – Installation**

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 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 to 6	Sun life Building 50 O'Connor 5th floor Ottawa ON K1P 6L2	2023-04-01	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>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Installation Total:	\$

**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.		
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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	50 O’Connor Street Ottawa, Ontario K1P 6L2
B	Dock	Yes, maximum length of 28 feet for trucks
C	Lift	No, directly on the platform
D	Door	Size – Maximum height of 12 feet 4 inches for truck
E	Freight Elevator	Available
F	Other (specify, if any)	
<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 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	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	\$
5	<b>Total Evaluated (Bid) Price* (1 + 2 + 3 + 4)</b> <i>[to be removed at contract award]</i>	\$
6	<b>Contract Price(1 + 2 + 3 + 4):</b> <i>[applicable at contract award only]</i>	\$
7	<b>Applicable Tax(es):</b> <i>[applicable at contract award only]</i>	\$
8	<b>Total Estimated Cost (6+7):</b> <i>[applicable at contract award only]</i>	\$

\* Applicable taxes extra.

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

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



Product Categories: 6

Table 1 – Product Table

		Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
#	GoCUID	Description of Product <i>(Additional product details may be inserted, if required as per 6B. 4.1 of the SA)</i>	QTY	** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
<b>Category 6</b>							
8	6MTRXTHMLL30L54WYYN	Tables for meeting and training rooms, training, fixed top, half round, pedestal base, laminate finish, 30 inches deep X 54DIA X 29 inches tall, no modesty panel, no electrical power.  Notes: No modesty panel, no electrical power,  pedestal base is required	2	Yes		\$	\$
9	6CLTVAREXLW7<36ONXX	Tables for collaborative work space, laptop tables, rectangular, post legs with locking casters, laminate finish, <18 X <36 X height 24 to 26 inches, no electrical power.  Notes: Stable and easy to move	4	Yes		\$	\$
10	6KBSBHxxSY15XXXROYX	Kitchenette seating, bar stools, bar height, sled base, polymer finish, >15 X height 28 to 32 inches, no armrests, including seat cushion.  Notes: back support	6	Yes		\$	\$
11	6KKCSAxxLY16XXXMOYX	Kitchenette seating, kitchenette chairs, standard height, four legs, polymer finish, >16 X height 17 to 20 inches, no armrests, including seat cushion.  Notes: back support	6	Yes		\$	\$
12	6SBBTHXXBUW5G19LMNN	Upholstered seating, banquette with backrest bolster, three seater, fabric upholstered, support: base, width 72 inches X <19 depth, mid back, no privacy screen, no armrests.  Notes: Kitchen banquette compatible with items 07 and 11	3	Yes		\$	\$
13	6SUCROXXLUX8XXXLXXX	Upholstered seating, upholstered stool with casters,	13	Yes		\$	\$

		round, fabric upholstered, DIA >18 inches, height 16 to 19 inches.  Notes: Stable, minimum 5 casters					
14	6LMMDMWSXDW8XXXXN NN	Lounge panels, freestanding screen stand, for 48 to 60 inch screen (diagonal), writable surface, whiteboard, width >48	1	No		\$	\$
15	6CMUHARERL42108XYXX	Table for collaborative work space, multimedia table, height adjustable, rectangular, single screen stand, laminate finish, width: 42 inches X length: 108 inches, electrical power, pedestal base.  Notes: including outlets for electrical, HDMI and data on the surface; screen stand must be able to support a 55-inch screen (diagonal)	1	Yes		\$	\$
16	6SLCWAXXFUXXXXMX X	Upholstered seating, lounge chair, with armrests: minimum width 27 inches, fabric upholstered, fixed support (legs).  Notes: with privacy screen (high back for private discussions) and Lumbar support (cushion), no tablet	2	Yes		\$	\$
17	6STCWRXXLUXXXXXNN X	Upholstered seating, chairs with armrests and tablets, right armrest, fabric upholstered, support: legs  Notes: Removable and adjustable tablet, square/rectangular chair, on lockable casters	1	Yes		\$	\$
18	6STCWLXXLUXXXXXNN X	Upholstered seating, chairs with armrests and tablets, left armrest, fabric upholstered, support: legs.  Notes: Removable and adjustable tablet, square/rectangular chair, on lockable casters	2	Yes		\$	\$

**\*\*Provide additional information:**

Canada is requesting bidders: to provide drawings and/or pictures including descriptive literature for these products with your bid submission.

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<b>NSA products (must not exceed 30% of the firm quantity by category)</b>						
The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.						
Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID		
#	NON-SA Product(s)	QTY	** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
19	Mobile tables, fixed top, rectangular, 4 post legs with locking casters, laminate finish, 18 X 36 X 29 height, no modesty panel, no electricity	2	No		\$	\$
20	Custom counter to be installed over three-drawer cabinets, width: 18 inches X length: 108 inches X thickness: ¾ inches, laminate finish, with double-sided adhesive under the surface for secure installation on the cabinets	2	No		\$	\$
21	Custom counter to be installed over three-drawer cabinets, width: 18 inches X length: 144 inches X thickness: ¾ inches, laminate finish, with double-sided adhesive under the surface for secure installation on the cabinets	2	No			
22	Modular benching, 4 sections, on legs, upholstered finish, lumbar support, with built-in bar height counter.  Notes: See Attachment 2 Modular Benching Specifications	1	Yes			
23	Tables for meeting and training rooms, format: small, square, base: pedestal, laminate finish, 24 X 24 X 29 height, no modesty panel.  Notes: Kitchenette tables to be used with kitchen chairs and banquettes (items 11 and 12)	6	Yes			
				Product 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: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
7 to 22	50 O'Connor Street 5 <sup>th</sup> Floor Ottawa ON K1P 6L2	2023-04-01	Normal Business Hours Daytime Delivery	__ : 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**

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 \$
7 to 22	50 O'Connor Street 5 <sup>th</sup> Floor Ottawa ON K1P 6L2	2023-04-01	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>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Installation Total:	\$
**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.					

**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>	
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<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 1	
A	Location	50 O'Connor Street Ottawa, Ontario K1P 6L2
B	Dock	Yes, Maximum Length 28 feet for trucks
C	Lift	No
D	Door	Maximum Height is 12 feet 4 inches for trucks
E	Freight Elevator	Available
F	Other (specify, if any)	
<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 8 - Bid Evaluation and Contract Total**

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4	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	\$
5	<b>Total Evaluated (Bid) Price*</b> (1 + 2 + 3 + 4) <i>[to be removed at contract award]</i>	\$
6	<b>Contract Price</b> (1 + 2 + 3 + 4): <i>[applicable at contract award only]</i>	\$
7	<b>Applicable Tax(es)</b> : <i>[applicable at contract award only]</i>	\$
8	<b>Total Estimated Cost (6+7)</b> : <i>[applicable at contract award only]</i>	\$

\* Applicable taxes extra.

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		E-Mail:
		PBN: