



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

See Section 1. Voir Section 1.
-----------------------------------

### 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-140003/PQ.

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-140003/PQ.

Solicitation No. - N° de la demande 5000070588	Amendment No. - N° de modification 005
Supplier SA No. - N° de l'AMA de fournisseur : E60PQ-140003/___	

Solicitation closes – La demande prend fin :  at – à See Section 1 Voir Section 1 on – le See Section 1 Voir Section 1	File No. - N° de dossier 5000070588-5
---	--

Date of Solicitation – Date de la demande 16-DEC-2022
Address inquiries to – Adresser toute demande de renseignement à :  See Section 2, Article 4.1. Voir Section 2, Article 4.1
Destination  See Section 2, Annex A. Voir Section 2, Annexe A.

#### 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 : _____

The amendment to the bid solicitation is to address the enquiries received:

Response(s) (R) to Question(s) (Q):

Q1: In response to Amendment 3, we can't have two different sizes on the same line item. Item number 2 went from 41, to 21 (on the official RFP bid form) to now back to 41 (with 27 and 14 respectfully). Is there an updated RFP Bid form coming? Are we to change the form manually?

R1: Correction has been made in Annex A below. Please see item number 2 and 3 for updated GoCUIDs. All other item numbers remain the same.

The bid solicitation is amended as follows:

**SECTION 1 – INVITATION AND INSTRUCTIONS TO BIDDERS**

**Delete:**

<b>RFB Issued by:</b>	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
<b>RFB Closing - Submit Bid:</b> Bids must be submitted on the date and at the time indicated below.	
By no later than date and time:	January 9th, 2023 15:00 EST
<b>To e-mail address:</b>	soumissionsbids@ec.gc.ca
<b>RFB Enquiries:</b>	
Unless a different period is listed in the adjacent column, Bidders may submit enquires about the RFB to the Contracting Authority two business days prior to the RFB closing date. Enquiries received after the timeline indicated may not be answered.	4 business days

**Insert:**

<b>RFB Issued by:</b>	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
<b>RFB Closing - Submit Bid:</b> Bids must be submitted on the date and at the time indicated below.	
By no later than date and time:	January 10th, 2023 15:00 EST
<b>To e-mail address:</b>	soumissionsbids@ec.gc.ca
<b>RFB Enquiries:</b>	
Unless a different period is listed in the adjacent column, Bidders may submit enquires about the RFB to the Contracting Authority two business days prior to the RFB closing date. Enquiries received after the timeline indicated may not be answered.	4 business days

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

Annex A is deleted in its entirety and replaced with the following:

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 (Refer to Annex C)

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): 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 Category: 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] \$
1	6SLCWAXXFUXX XXXMXXX	Lounge chairs -With Armrest, 27" Wide Minimum. Intended to be around coffee table – item 8. Fabric or bolstered seat and back.	26	Yes		\$	\$
2	6SBATWXXLUW3 G19LLNN	Modular Bench - 2 seater lounge/ sofa type seating. High Screen, backrest, No Elec, a mix of U-Shape and L – Shape formations intended. 48" by 62"	27	Yes		\$	\$
3	6SBATHXXLUW5 G19LLNN	Modular Bench – 3 seater lounge/ sofa type seating. High Screen, backrest, No Elec, a mix of U-Shape and L – Shape formations intended. 63" by 75"	14	Yes		\$	\$
4	6SBBTHXXLUW5 G19LMYN	Booths seats -Privacy screen, legs, bolstered seat and back (72" L by 27" W). A privacy screen on the back of the booth seats. It should also include cushion on both the seat/back.	2	Yes		\$	\$
5	6CKIVAREGL48L 96PYXX	Kitchen Island High Top Table - With 'Power and Data surface module- 6 data, 6 duplex outlets per table, End Gables; fully modesty approx. 42"d x 90"w x 42"h	12	Yes		\$	\$
6	6KBSBHxxLY15X XXROYX	Bar Stools -Counter Height, 4 Legs, seat cushion- polymer and fabric. Intended to go with item 5 as bar style seating.	72	Yes		\$	\$
7	6SMORBXXLU25 G19LNNN	Modular locker bench – approx. 25" by 19" each	12	Yes		\$	\$
8	6KKCSAxxSY16X XXMONX	Kitchen Chairs - Standard Height, Round – Laminate - Four-Point Base. Intended to go with item 2 in NSA kitchen chairs.	24	Yes		\$	\$
9	6CCTVAOVLL18L 36JNXX	Coffee Table – approx. 40"dia.	10	Yes		\$	\$
<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		\$

<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.						
<b>NSA products</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] \$
10	Booth Tables: (72" by 30"). D – top, with power and data surface module – 4 of each, pedestal base. Item 4 and this are intended to go together as a booth style product application.	1	Yes		\$	\$
11	Kitchen table - Standard Height, Sled Base - plastic	8	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 \$
1-11	Environment and Climate Change Canada, Downsview, 4905 Dufferin St, Toronto, M3H 5T4. Floor 2	2023-02-01	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				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 \$
1-11	Environment and Climate Change Canada, Downsview, 4905 Dufferin St, Toronto, M3H 5T4. Floor 2	2023-02-01	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>	\$
<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>				Installation Total:	\$

**Table 4 – 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	Downsview, 4905 Dufferin St, Toronto, M3H 5T4.
B	Dock	Any standard sized trailer, up to 53”
C	Lift	Exists There is no stated weight capacity, but have had no issues when loading / unloading 1,000 lbs.
D	Door	84” wide x 48” high
E	Freight Elevator	Not required – same floor as dock.
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>	



	Canada may request copies of environmental certification(s) prior to contract award within a time period specified by the Identified User.
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 5 - 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>Total Evaluated (Bid) Price* (1 + 2 + 3) <i>[to be removed at contract award]</i></b>	\$
5	<b>Contract Price(1 + 2 + 3): <i>[applicable at contract award only]</i></b>	\$
6	<b>Applicable Tax(es): <i>[applicable at contract award only]</i></b>	\$
7	<b>Total Estimated Cost (5 + 6): <i>[applicable at contract award only]</i></b>	\$

\* Applicable taxes extra.

**Table 6 – Bidder's Authorized Representative**

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