

Annex E - Standard REQUEST FOR BID (RFB)

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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	Amendment No. - N° de modification
Supplier SA No. - N° de l'AMA de fournisseur : E60PQ-140003/___	

Solicitation closes – La demande prend fin :	File No. - N° de dossier
at – à See Section 1 Voir Section 1	ISED210585
on – le See Section 1 Voir Section 1	

Date of Solicitation – Date de la demande June 20, 2024
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 : _____

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Section 1 – Invitation and Instructions to Bidders

Section 2 – Resulting Contract including a list of required goods and services

SECTION 1 – INVITATION AND INSTRUCTIONS TO BIDDERS

Step 1. For Tier 2 and Tier 3 only (If Tier 1, skip this step and proceed with step 2)

Is this a Manufacturer Product Specific Procurement? No

Step 2. Competitive or Non-Competitive

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.

Canada will assess bids and award contracts on a per category basis. For administrative purposes, in the event a same bidder wins more than one category, Canada may issue a single contract containing the categories won by the same bidder.

For Competitive Requirements when only one bid is received:

The Bidder must provide the following information AFTER bid closing, if requested to do so by Canada:

- One or more of the following price justifications:
 1. a current published price list indicating the percentage discount available to Canada; or
 2. a copy of paid invoices for the like quality and quantity of the goods, services or both sold to other customers; or
 3. a price breakdown showing the cost of direct labour, direct materials, purchased items, engineering and plant overheads, general and administrative overhead, transportation, etc., and profit; or
 4. any other supporting documentation as requested by Canada.

For Non-Competitive Requirements:

The Bidder must provide the following information WITH the bid:

- One or more of the following price justifications:
 1. a current published price list indicating the percentage discount available to Canada; or
 2. a copy of paid invoices for the like quality and quantity of the goods, services or both sold to other customers; or
 3. a price breakdown showing the cost of direct labour, direct materials, purchased items, engineering and plant overheads, general and administrative overhead, transportation, etc., and profit; or
 4. any other supporting documentation as requested by Canada.

Step 3. General or PSIB

Terms of the RFB:

This RFB is issued pursuant to the Supplier's Furniture for Workspaces Supply Arrangement (SA) that forms part of the series of SAs issued by PWGSC with the number E60PQ-140003/PQ. The terms and conditions in the Supplier's SA apply to and form part of this RFB. Bidders who submit a bid agree to be bound by those terms and conditions as well as the terms and conditions in this RFB.

The WTCM is the Workspaces Terms and Conditions Manual that contains all terms and conditions in full text that form part of individual RFBs under this SA.

The Bidder must provide the following information WITH the bid:

- The information requested by Canada in Annex A herein.

The Bidder must also provide the information at article 4 below at the time indicated in article 3.

Security Requirement:

1. There is no security requirement.

RFB Issued to:	
Supplier Name and Address: (City, Province)	
Contact:	
- Name:	
- Telephone Number:	
- E-mail:	
RFB Issued by:	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
RFB Closing - Submit Bid:	
Bids must be submitted on the date and at the time indicated below.	
By no later than date and time:	July 3, 2024 2:00 pm EST
To e-mail address: <i>(Delete line if not applicable)</i>	cmmbidreceiving-receptiondesoffrescgm@ised-isque.gc.ca
RFB Enquiries:	
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

SECTION 2 - RESULTING CONTRACT CLAUSES

1.	Terms and Conditions of the Contract	
	The terms and conditions of Parts 6B and 6C of the Supplier's SA within the series E60PQ-140003/PQ apply to and form part of this Contract.	
2.	Security Requirement (the checked article applies)	
2.1	The applicable security requirement(s) is (are) set out in the Security Requirement Check List attached as Annex B of this contract. The Contractor must fulfill the security requirements by meeting the terms below.	
a.	<input type="checkbox"/>	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.
b.	<input checked="" type="checkbox"/>	Possession of security clearance(s) is required. The Contractor must meet the security clearance requirements contained in the clausing in Annex B herein.
c.	<input type="checkbox"/>	There is no security requirement associated with this contract.
3.	Requirement	
3.1	The Contractor must perform the Work listed in Annex A herein.	
4.	Authorities	
4.1	Contracting Authority (IU)	
	Name:	Jordan Kearns
	Title:	Contracts & Material Management, Corporate Management Sector
	Department/Agency/Crown Corporation:	Innovation, Science and Economic Development Canada
	Address:	235 Queen Street, Ottawa ON K1A 0H5
	Telephone No.:	N/A
	E-mail address:	Jordan.kearns@ised-isde.gc.ca
4.2	Project Authority <i>[To be completed at contract award]</i> <i>The Project Authority (PA) 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.</i> <i>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).</i>	
	Name:	
	Title:	
	Department/Agency/Crown Corporation:	
	Address:	
	Telephone No.:	
	E-mail address:	
4.3	Contractor's Representative	
	As set out in Annex A, Table 9 below.	
5.	Method of Payment	
	The checked box applies. If the Contractor's SA indicates acceptance for payment by credit card, that method may be used in conjunction with the following.	
	<input checked="" type="checkbox"/>	Single Payment
	<input type="checkbox"/>	Multiple Payment
6.	Invoicing <i>(optional)</i>	
	Further to the Invoicing terms of the WTCM document, the Contractor will deliver the original and one copy of the invoice to the following address for certification and payment:	

	Name of the organization and contact: <i>[To be completed at contract award]</i>
	Address:

**ANNEX A
REQUIREMENT and BASIS OF PAYMENT**

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): Category 3 and 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 Category: 3

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	3LSL2HXXLM12 D20XHXS	<p>Storage Locker Two High Width: 12 in. Depth: 20 in. Height: 60in. total Keyless (Assigned digital lock)</p> <p>Interior: Two coat hooks and 1 adjustable shelf</p> <p>Ventilated Door</p> <p>Handle: D-shape rectilinear pull (ADA compliant)</p> <p>Finish: Dual-finish laminate -Laminate Colour #1: Casing -Laminate Colour #2: Doors</p> <p>Door Hinge: Right Side</p> <p>TO BE STACKED ABOVE OPEN CUBBIES SPECIFIED IN NON-SA. SEE ATTACHED DRAWING IN ANNEX C.</p> <p>Tagged for CDH 1E</p>	20	Yes. Please provide shop drawing of lockers with the bid with all applicable dimensions and specifications. Please also provide spec document on proposed locking mechanism.		\$	\$
2	3LSL2HXXLM12 D20XHXS	<p>Storage Locker Two High Width: 12 in. Depth: 20 in. Height: 60in. total Keyless (Digital assigned lock)</p> <p>Interior: Two coat hooks and 1 adjustable shelf</p> <p>Ventilated Door</p> <p>Handle: D-shape rectilinear pull (ADA compliant)</p> <p>Finish: Dual-finish laminate -Laminate Colour #1: Casing -Laminate Colour #2: Doors</p>	35	Yes. Please provide shop drawing of lockers with the bid with all applicable dimensions and specifications. Please also provide spec document on		\$	\$

		<p>Door Hinge: Left Side</p> <p>TO BE STACKED ABOVE OPEN CUBBIES SPECIFIED IN NON-SA. SEE ATTACHED DRAWING IN ANNEX C.</p> <p>Tagged for CDH 1E</p>		<p>proposed locking mechanism</p>		
3	3LSL2HXXLM12 D20XHXS	<p>Storage Locker Two High Width: 12 in. Depth: 20 in. Height: 60in. total Keyless (Digital assigned lock)</p> <p>Interior: Two coat hooks and 1 adjustable shelf</p> <p>Ventilated Door</p> <p>Handle: D-shape rectilinear pull (ADA compliant)</p> <p>Finish: Dual-finish laminate -Laminate Colour #1: Casing -Laminate Colour #2: Doors</p> <p>Door Hinge: Right Side</p> <p>TO BE STACKED ABOVE OPEN CUBBIES SPECIFIED IN NON-SA. SEE ATTACHED DRAWING IN ANNEX C.</p> <p>Tagged for CDH 5W</p>	18	<p>Yes. Please provide shop drawing of lockers with the bid with all applicable dimensions and specifications. Please also provide spec document on proposed locking mechanism</p>	\$	\$
4	3LSL2HXXLM12 D20XHXS	<p>Storage Locker Two High Width: 12 in. Depth: 20 in. Height: 60in. total Keyless (Digital assigned lock)</p> <p>Interior: Two coat hooks and 1 adjustable shelf</p> <p>Ventilated Door</p> <p>Handle: D-shape rectilinear pull (ADA compliant)</p> <p>Finish: Dual-finish laminate -Laminate Colour #1: Casing -Laminate Colour #2: Doors</p> <p>Door Hinge: Left Side</p>	43	<p>Yes. Please provide shop drawing of lockers with the bid with all applicable dimensions and specifications. Please also provide spec document on proposed locking mechanism</p>		

		<p>TO BE STACKED ABOVE OPEN CUBBIES SPECIFIED IN NON-SA. SEE ATTACHED DRAWING IN ANNEX C.</p> <p>Tagged for CDH 5W</p>				
5	3LSL2HXXLM12 D20XHXS	<p>Storage Locker Two High Width: 12 in. Depth: 20 in. Height: 60in. total Keyless (Digital assigned lock)</p> <p>Interior: Two coat hooks and 1 adjustable shelf</p> <p>Ventilated Door</p> <p>Handle: D-shape rectilinear pull (ADA compliant)</p> <p>Finish: Dual-finish laminate -Laminate Colour #1: Casing -Laminate Colour #2: Doors</p> <p>Door Hinge: Right Side</p> <p>TO BE STACKED ABOVE OPEN CUBBIES SPECIFIED IN NON-SA. SEE ATTACHED DRAWING IN ANNEX C.</p> <p>Tagged for CDH 8E</p>	33	<p>Yes. Please provide shop drawing of lockers with the bid with all applicable dimensions and specifications. Please also provide spec document on proposed locking mechanism</p>		
6	3LSL2HXXLM12 D20XHXS	<p>Storage Locker Two High Width: 12 in. Depth: 20 in. Height: 60in. total Keyless (Digital assigned lock)</p> <p>Interior: Two coat hooks and 1 adjustable shelf</p> <p>Ventilated Door</p> <p>Handle: D-shape rectilinear pull (ADA compliant)</p> <p>Finish: Dual-finish laminate -Laminate Colour #1: Casing -Laminate Colour #2: Doors</p> <p>Door Hinge: Left Side</p> <p>Tagged for CDH 8E</p> <p>TO BE STACKED ABOVE OPEN CUBBIES SPECIFIED IN NON-SA.</p>	44	<p>Yes. Please provide shop drawing of lockers with the bid with all applicable dimensions and specifications. Please also provide spec document on proposed locking mechanism</p>	\$	\$

		SEE ATTACHED DRAWING IN ANNEX C.				
**Provide additional information: Canada is requesting bidders: to provide drawings and/or pictures including descriptive literature for these products with your bid submission.						
NSA products (must not exceed 30% of the firm quantity by category) 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] \$
7	Open Cubby Width: 24 in. Depth: 20 in. Height: 12 in. Finish: Laminate (to match Laminate #1 of Lockers from Table 1) With plastic boot tray With leveling glides Compatible with lockers from Table 1. Lockers to securely stack on top of cubby as shown in drawings provided in Annex C. Tagged for CDH 1E	2	Yes. Please include open cubbies in technical drawings provided for items in Table 1.		\$	\$
8	Open Cubby Width: 36 in. Depth: 20 in. Height: 12 in. Finish: Laminate (to match Laminate #1 of Lockers from Table 1) With plastic boot tray With leveling glides Compatible with lockers from Table 1. Lockers to securely stack on top of cubby as shown in drawings provided in Annex C. Tagged for CDH 1E	8	Yes. Please include open cubbies in technical drawings provided for items in Table 1.		\$	\$
9	Open Cubby Width: 48 in. Depth: 20 in. Height: 12 in. Finish: Laminate (to match Laminate #1 of Lockers from Table 1) With plastic boot tray With leveling glides Compatible with lockers from Table 1. Lockers to securely stack on top of cubby as shown in drawings provided in Annex C.	6	Yes. Please include open cubbies in technical drawings provided for items in Table 1.			

	Tagged for CDH 1E					
10	<p>Open Cubby Width: 24 in. Depth: 20 in. Height: 12 in.</p> <p>Finish: Laminate (to match Laminate #1 of Lockers from Table 1)</p> <p>With plastic boot tray With leveling glides</p> <p>Compatible with lockers from Table 1. Lockers to securely stack on top of cubby as shown in drawings provided in Annex C.</p> <p>Tagged for CDH 5W</p>	2	<p>Yes. Please include open cubbies in technical drawings provided for items in Table 1.</p>			
11	<p>Open Cubby Width: 36 in. Depth: 20 in. Height: 12 in.</p> <p>Finish: Laminate (to match Laminate #1 of Lockers from Table 1)</p> <p>With plastic boot tray With leveling glides</p> <p>Compatible with lockers from Table 1. Lockers to securely stack on top of cubby as shown in drawings provided in Annex C.</p> <p>Tagged for CDH 5W</p>	4	<p>Yes. Please include open cubbies in technical drawings provided for items in Table 1.</p>			
12	<p>Open Cubby Width: 48 in. Depth: 20 in. Height: 12 in.</p> <p>Finish: Laminate (to match Laminate #1 of Lockers from Table 1)</p> <p>With plastic boot tray With leveling glides</p> <p>Compatible with lockers from Table 1. Lockers to securely stack on top of cubby as shown in drawings provided in Annex C.</p> <p>Tagged for CDH 5W</p>	12	<p>Yes. Please include open cubbies in technical drawings provided for items in Table 1.</p>			
13	<p>Open Cubby Width: 36 in. Depth: 20 in. Height: 12 in.</p> <p>Finish: Laminate (to match Laminate #1 of Lockers from Table 1)</p> <p>With plastic boot tray With leveling glides</p>	7	<p>Yes. Please include open cubbies in technical drawings provided for items in Table 1.</p>			

	<p>Compatible with lockers from Table 1. Lockers to securely stack on top of cubby as shown in drawings provided in Annex C.</p> <p>Tagged for CDH 8E</p>					
14	<p>Open Cubby Width: 48 in. Depth: 20 in. Height: 12 in.</p> <p>Finish: Laminate (to match Laminate #1 of Lockers from Table 1)</p> <p>With plastic boot tray With leveling glides</p> <p>Compatible with lockers from Table 1. Lockers to securely stack on top of cubby as shown in drawings provided in Annex C.</p> <p>Tagged for CDH 8E</p>	14	<p>Yes. Please include open cubbies in technical drawings provided for items in Table 1.</p>			
15	<p>Upholstered Bench No back rest Width: 48 in. Depth: 18-20 in. Height: 17-19 in. Upholstery: Vinyl/Fabric</p> <p>Tagged for CDH 1E</p>	4	<p>Yes Please include photo and spec sheet</p>			
16	<p>Upholstered Bench No back rest Width: 48 in. Depth: 18-20 in. Height: 17-19 in. Upholstery: Vinyl/Fabric</p> <p>Tagged for CDH 5W</p>	1	<p>Yes Please include photo and spec sheet</p>			
					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 \$
1,2 7-9 15	1 st Floor, East Tower, Section B&C CD Howe 235 Queen Street Ottawa, Ontario K1A 0H5	2024-10-01	Normal	_____ : weeks <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3,4 10-12 16	5 th Floor, West Tower, Section F CD Howe 235 Queen Street Ottawa, Ontario K1A 0H5	2024-10-01	Normal		
5,6,13,14	8 th Floor, East Tower, Section B&C CD Howe 235 Queen Street Ottawa, Ontario K1A 0H5	2024-12-01	Normal		
<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 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.</p>				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 \$
1,2 7-9 15	1 st Floor, East Tower, Section B&C CD Howe Building 235 Queen Street Ottawa, Ontario K1A 0H5	2024-10-01	Normal	_____ : weeks from date of supply and delivery <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
3,4 10-12 16	5 th Floor, West Tower, Section F CD Howe Building 235 Queen Street Ottawa, Ontario K1A 0H5	2024-10-01	Normal		

5,6,13,14	8 th Floor, East Tower, Section B&C CD Howe Building 235 Queen Street Ottawa, Ontario K1A 0H5	2024-12-01	Normal		
<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 – 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

1.	Standard Finishes	
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>	
2.	Canada’s Facilities to Accommodate the Delivery	
	<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	235 Queen Street Ottawa, Ontario K1A 0H5
B	Dock	N/A, street entrance
C	Lift	Does not exist
D	Door	Size – 81”H x 53”W
E	Freight Elevator	Main level inside loading dock main door Door width: 45” Door height: 96” Freight Cab: H 108”, W 55.5”, L 66”
F	Other (specify, if any)	NOT usable between the hours of 7:00-9:00 and 15:30-18:00 Monday to Friday. Please plan your deliveries accordingly.
3.	Continuance of Certifications	
	<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	Firm Product Total (Table 1)	\$
2	Firm Delivery Total (Table 2)	\$
3	Firm Installation Total (Table 3)	\$
7	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	\$
8	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6 + 7) [to be removed at contract award]	\$
9	Contract Price(1 + 2 + 3 + 7): [applicable at contract award only]	\$
10	Applicable Tax(es): [applicable at contract award only]	\$
11	Total Estimated Cost (9 + 10): [applicable at contract award only]	\$

* 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 #:

**ANNEX B
FLOOR PLAN(S)**

INSTRUCTIONS TO BIDDERS:

For Category 1a products, the Bidders must provide:

- a) Completed floor plan(s) with proposed SA approved products;
- b) A product listing of proposed SA approved products offered at floor plan(s).
As a minimum the product listing must include the following information:
 - Supplier part numbers including NSA products forming part of this category;
 - brief product descriptions;
 - quantities;
 - firm unit prices
- c) Bidders must provide a stackable panel system that consists of a Base panel with the required add-on module(s) as defined in the panel matrix of this requirement.

***** Products from categories other than Category 1a shown on floor plan are for information purposes only*****

By submitting a bid, the Bidder certifies that their submission includes all components and quantities for Category 1a, in accordance with the floor plans, panel details, panel matrices and/or workstation layouts stipulated in Annex C.

***At contract award, "By submitting a bid, the Bidder" becomes "The Contractor".**

Category 1a Requirement:

1) Floor Plan(s)

See attached pdf and/or AutoCAD floor plan

2) Panel Details

- a. All required panel heights: Base Height, Work Surface Privacy Add-on Height, Seated Privacy Add-on Height;
- b. When power is required, the power is located below or above work surface height; should a grouping of workstation types include shared panels and one side is identified as powered and the other side is non-powered, those panels affected must be powered.
- c. Type of power feed : Base feed or Power Pole.
- d. Component System Accessories:
 1. Panel mounted accessories integrated into the panel frame will be shown on the floor plan Accessories attached to the panel separately must be specified. (Accessory rails, tackable surfaces, whiteboards,...)
 2. When Accessory rails are required, the accessories must be specified: a paper sorter, a tray, a bin, a telephone holder (etc.) (refer to full SA specifications for the information).

3) Panel Matrix or Workstation Layout (

See attached Panel Matrix or Workstation Layout

a. Panel Matrix

A panel matrix is a section view of a panel with the purpose of identifying the configuration of elements and element types on each side of a panel. Below is a sample panel matrix identifying the element locations from the Category 1 CST.

As a minimum, the IU must identify each panel matrix within the requirement. Each panel matrix must identify the element types required. Each panel matrix must use the terminology from the Category 1 CST to identify the required element types (for example: air flow, fabric, plastic laminate, etc.) The below panel matrix format may be copied and used to identify all matrices required.

Each panel matrix must be identified on the floor plan so that Bidders may accurately prepare bids in response to this RFB.

Panel Matrix

<u>upper element 1</u>	<u>upper element 2</u>
<u>Add-ons to achieve total height:</u> (Worksurface privacy 42"-49") or (Seated Privacy 50"-54")	<u>Add-ons to achieve total height:</u> (Worksurface privacy 42"-49") or (Seated Privacy 50"-54")
<u>lower element 1</u>	<u>lower element 2</u>
Base Panel(28"-38")	Base Panel(28"-38")

Side 1

Side 2

b. Workstation Layout(s)

Workstation Layouts replace the Panel Matrix and must include the following information listed in item #1- Floor Plan(s), instructions a, e, f, g, h, and i.

- The floor plan takes precedent over any discrepancies with the workstation layouts.
- When two or more typical workstation types share a common panel spine, the finishes of the interior side of the workstation panel as outlined in the Typical Data Sheets must be followed and **NO PANELS SHALL BE DOUBLED. Where no workstation exists adjacent to typical workstation, refer to Data Sheet for finish.**
- Should one typical workstation identify power and the other does not – power will be required for both. Include Workstation Layouts (in the form of Typical Data Sheets or 3 Dimensional drawings) here or as a separate attachment to this RFB.

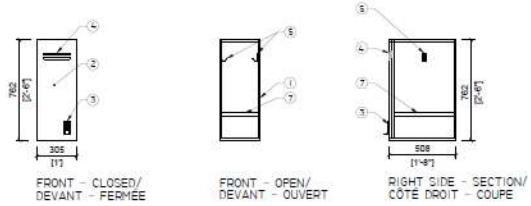
1. Locker technical drawings and floor plans

Please note, PDF copies of the following drawings will be provided as additional attachments.

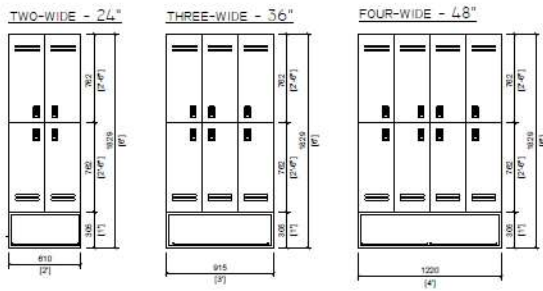
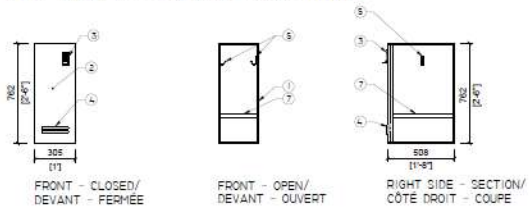
LOCKERS DETAILS/DÉTAILS DES CASIERS

- ① LAMINATE FRONT/COQUE LATINE
- ② LAMINATE DOOR/PORTE LATINE
- ③ DIGITAL LOCK WITH INTEGRATED LOCKER ROLLER/ SERRURE DIGITALE AVEC ROULETTE INTERIEURE
- ④ 204MM LONG X 10MM WIDE SLOTTED VENTILATION SLOTS TO BE SPACED BY 10MM AND CENTERED ON WIDTH OF DOOR. SLOTS TO BE MOUNTED ON A UNIFORM ANGLE TO PREVENT APPEARANCE OF PARTICLE BOARD EDGE. INTERIOR OF SLOTS TO BE PAINTED TO MATCH LAMINATE FINISH. FINISH OF VENTILATION CHAMBRÈS DE 204MM X 10MM DOIVENT ÊTRE ESPACÉS DE 10MM ET CENTRÉS SUR LA LARGEUR DE LA PORTE. LES PEINTES DOIVENT ÊTRE PEINTES SEUL UN ANGLE ACCIDENTANT POUR PRÉVENIR LA APPARENCE DU BORD DU BAÎNNEAU DE PARTICULES. INTÉRIEUR DES PEINTES DOIVENT ÊTRE PEINTS SEUL CORRESPONDRE À LA FINITION DU STRATIF.
- ⑤ METAL HOOK/CROCHET MÉTALLIQUE
- ⑥ BOTTOM W/BOOT TRAP/POSD DE PLASTIQUE
- ⑦ ADJUSTABLE SHELF/ÉTAGÈRE AJUSTABLE

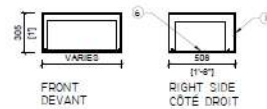
TOP LOCKER - CASIER DU DESSUS LEFT HINGES / CHARNIÈRES À GAUCHE



BOTTOM LOCKER - CASIER DU BAS LEFT HINGES / CHARNIÈRES À GAUCHE



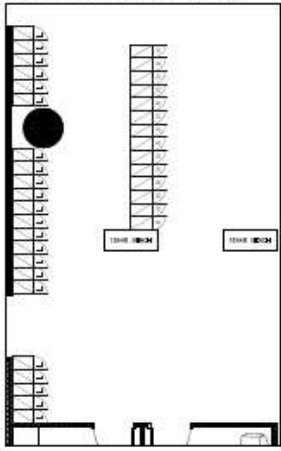
SHOE CUBBY - CASIER À SOULIER



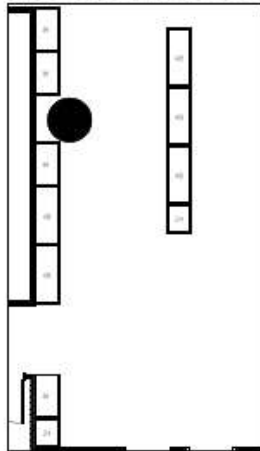
1st Floor, East Tower / 1ère étage, tour est

LOCKER ZONE A / CASIERS ZONE A

LOCKER PLAN/PLAN DE CASIERS



SHOE CUBBY PLAN/PLAN DE CASE OUVERTES

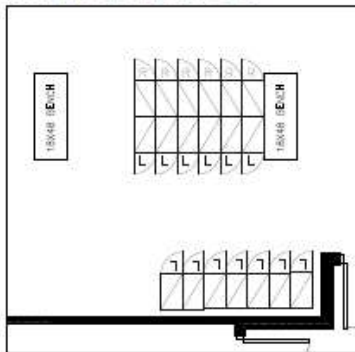


LEGEND / LÉGENDE	
	TWO HIGH LOCKERS / CASIERS DEUX DE HAUT
	SHOE CUBBY/CASE OUVERTES

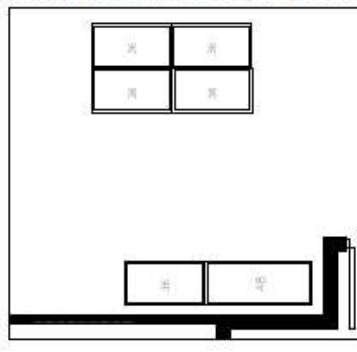
22 X Lockers, Hinge: Left side/Casiers, Charnière de porte : Côté gauche
 14 X Lockers, Hinge: Right side/Casiers, Charnière de porte : Côté droite
 2X Shoe Cubby, 24 Inch width/Case ouvertes, 24 pouce largeur
 4X Shoe Cubby, 36 Inch width/Case ouvertes, 36 pouce largeur
 5X Shoe Cubby, 48 Inch width/Case ouvertes, 48 pouce largeur
 2X Bench, 48 Inch width/Banc, 48 pouce largeur

LOCKER ZONE B / CASIERS ZONE B

LOCKER PLAN/PLAN DE CASIERS



SHOE CUBBY PLAN/PLAN DE CASE OUVERTES



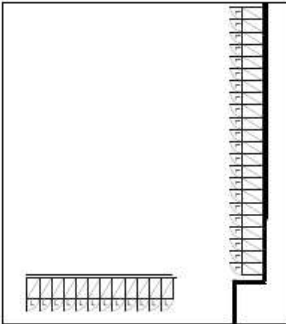
13 X Lockers, Hinge: Left side/Casiers, Charnière de porte : Côté gauche
 6 X Lockers, Hinge: Right side/Casiers, Charnière de porte : Côté droite
 5X Shoe Cubby, 36 Inch width/Case ouvertes, 36 pouce largeur
 1X Shoe Cubby, 48 Inch width/Case ouvertes, 48 pouce largeur
 2X Bench, 48 Inch width/Banc, 48 pouce largeur

C

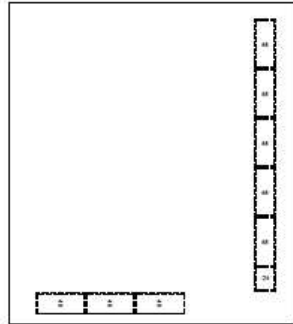
5th Floor, West Tower / 5e étage, tour ouest

LOCKER ZONE A / CASIERS ZONE A

LOCKER PLAN/PLAN DE CASIERS



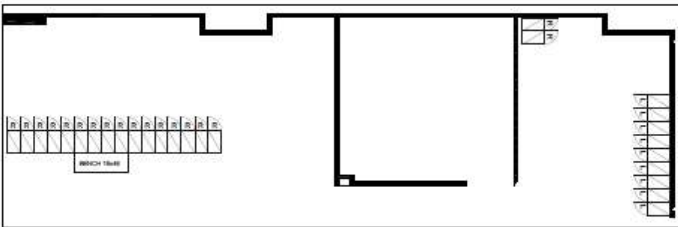
SHOE CUBBY PLAN/PLAN DE CASE OUVERTES



LEGEND / LÉGENDE	
	TWO HIGH LOCKERS / CASIERS DEUX DE HAUT
	SHOE CUBBY/CASE OUVERTES

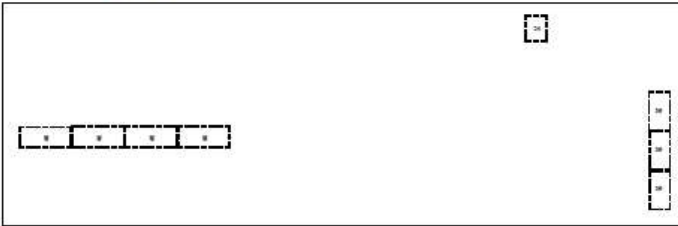
34 X Lockers, Hinge: Left side/Casiers, Charnière de porte : Côté gauche
1X Shoe Cubby, 24 Inch width/Case ouvertes, 24 pouce largeur
8X Shoe Cubby, 48 Inch width/Case ouvertes, 48 pouce largeur

LOCKER PLAN/PLAN DE CASIERS



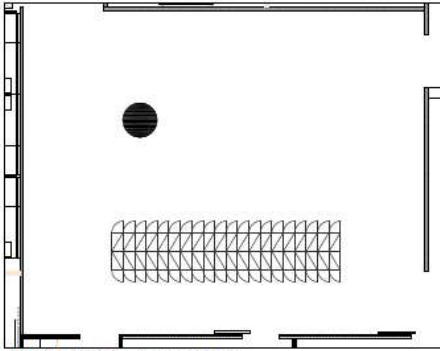
9 X Lockers, Hinge: Left side/Casiers, Charnière de porte : Côté gauche
18 X Lockers, Hinge: Right side Casiers, Charnière de porte : Côté droite
1X Shoe Cubby, 24 Inch width/Case ouvertes, 24 pouce largeur
3X Shoe Cubby, 36 Inch width/Case ouvertes, 36 pouce largeur
4X Shoe Cubby, 48 Inch width/Case ouvertes, 48 pouce largeur
1X Bench, 48 Inch width/Banc, 48 pouce largeur

SHOE CUBBY PLAN/PLAN DE CASE OUVERTES

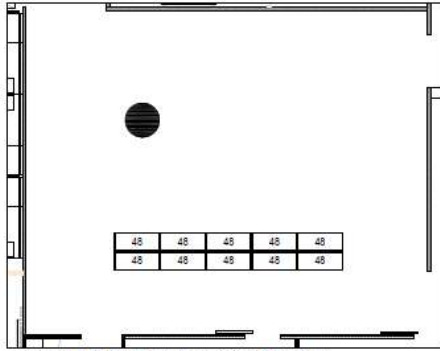


8th Floor, East Tower / 8e étage, tour Est

LOCKER ZONE A / CASIERS ZONE A



LOCKER PLAN/PLAN DE CASIERS

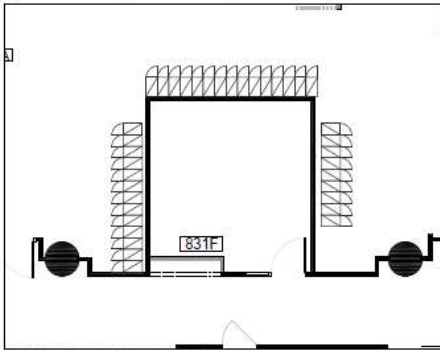


SHOE CUBBY PLAN/PLAN DE CASE OUVERTES

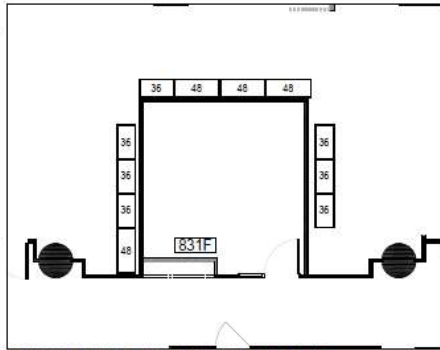
LEGEND/LÉGENDE	
	TWO HIGH LOCKERS / CASIERS DEUX DE HAUT
	SHOE CUBBY/CASE OUVERTES

- 20 X Lockers, Hinge: Left side
Casiers, Charnière de porte : Côté gauche
- 20 X Lockers, Hinge: Right side
Casiers, Charnière de porte : Côté droite
- 10 X Shoe Cubby, 48 inch width
Case ouvertes, 48 pouce largeur

LOCKER ZONE B / CASIERS ZONE B



LOCKER PLAN/PLAN DE CASIERS



SHOE CUBBY PLAN/PLAN DE CASE OUVERTES

- 24 X Lockers, Hinge: Left side
Casiers, Charnière de porte : Côté gauche
- 13 X Lockers, Hinge: Right side
Casiers, Charnière de porte : Côté droite
- 04 X Shoe Cubby, 48 inch width
Case ouvertes, 48 pouce largeur
- 07 X Shoe Cubby, 36 inch width
Case ouvertes, 48 pouce largeur

CONTRACT FIRST PAGE



Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

PURCHASING OFFICE - BUREAU DES ACHATS

CONTRACT – CONTRAT

Use "Canada accepts your bid" when you issued an RFB document, with Sections 1 and 2 completed, and the bidder has submitted a bid document.

Canada accepts your bid to provide to Canada the goods, services or both described in the Contract in accordance with the conditions and at the prices set out in the Contract.

Le Canada accepte votre soumission de fournir au Canada les biens, services ou les deux décrits dans le contrat conformément aux conditions et aux prix prévus au contrat.

Use "You are Requested" when you conducted a verbal solicitation, did not sent a RFB document to the bidder with Section 2 completed, and you did not review terms and conditions of Section 2 with the bidder

You are requested to sell to the Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the supplies and services listed herein and on any attached sheets at the price or prices set out therefor.

Nous vous demandons de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes et aux annexes ci-jointes, les articles et les services énumérés dans les présentes et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Supplier to sign for a "You are Requested" contract only.

The vendor hereby accepts this contract Le fournisseur accepte le présent contrat	
Name, title of person authorized to sign (type or print) Nom et titre du signataire autorisé (caractère d'impression)	
Signature	Date

Return signed copy forthwith - Prière de retourner une copie dûment signée immédiatement

Modified by Furniture Division April 2022

File No. – N° de dossier	
Date of Contract – Date du Contrat	
Contract No. - N° du contrat	Amendment No. - N° de modification
Client Reference No. (optional) - N° du référence du client (facultatif)	
Financial Code(s) – Code(s) financier(s)	
Duty - Droits <input checked="" type="checkbox"/> Included / Inclus <input type="checkbox"/> Excluded / En sus	GST - TPS/ HST – TVH <input checked="" type="checkbox"/> Included / Inclus <input type="checkbox"/> Excluded / En sus
FOB – FAB	
DESTINATION	
Destination See Section 2, Annex A. Voir Section 2, Annexe A.	
Invoices - Original and two copies must be completed and sent to: Factures – L'original et deux copies doivent être remplis et envoyés à : See Section 2, Article 6. Voir Section 2, Article 6.	
Address inquiries to : - Adresser toute demande de renseignements à : See Section 2, Article 4.1. Voir Section 2, Article 4.1.	
Area Code and Telephone No. Code régional et N° de téléphone	Facsimile No. N° de télécopieur
Total estimated cost – Coût total estimatif	
For the Minister – Pour le Ministre	

