



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

SOUMISSIONBID@SAC-ISC.GC.CA

**BID SOLICITATION
DEMANDE DE SOUMISSIONS**

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 at the prices set out in the bid.

This bid solicitation is issued in accordance with the conditions of Supply Arrangement No. E60PQ-120001/PQ. Only suppliers who are pre-qualified and have been issued a supply arrangement at the time this bid solicitation is issued are eligible to bid.

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 numéro

E60PQ-120001/PQ. Seuls les fournisseurs qui sont pré-qualifiés et auxquels un arrangement en matière d'approvisionnement a été émis au moment où cette demande de soumissions est émise peuvent présenter une soumission.

Solicitation No. - N° de la demande 1000251569	Amendment No. - N° de modification
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Solicitation closes - La demande prend fin at - à 2:00 p.m. EST on - le 2023-09-04	File No. - N° de dossier 1000251569
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Date of Solicitation - Date de la demande 2023-08-24	
Address inquiries to - Adresser toute demande de renseignements à : Bruno.Paradis2@sac-isc.gc.ca	
Area code and Telephone No. Code régional et N° de téléphone	Facsimile No. N° de télécopieur
Destination Winnipeg, Manitoba, Canada	

**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, and 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) indiquée(s). Le montant des taxes applicables doit apparaître séparément.

Delivery required - Livraison exigée	Delivery offered - Livraison proposée
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

Medium Complexity Bid Solicitation and Resulting Contract Template (MC) for Office Seating

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1000251569

Amd. No. - N° de la modif.
n/a

Buyer ID - Id de l'acheteur
1910

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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)

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.

Further to Article 800 of the Canadian Free Trade Agreement (CFTA), CFTA does not apply to this procurement.

1.4 Canadian Content

The requirement is subject to a preference for Canadian goods.

1.5 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (2022-06-08) 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

2.2.1 Electronic Procurement Solution:

Section 05 Submission of bids of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is deleted and replaced with the following:

1. Canada requires that each bid, at or before solicitation closing date and time, be submitted by completing the Consent, Confirmation and Certification of the Bidder or its authorized representative on behalf of the Bidder. If a bid is submitted by a joint venture, it must be in accordance with section 17.
3. Bidders may correct or update their bid and resubmit a new bid at any point up to the bid solicitation's closing date and time.
4. It is the Bidder's responsibility to:
 - a. obtain clarification of the requirements contained in the bid solicitation, if necessary, before submitting a bid;
 - b. prepare its bid in accordance with the instructions contained in the bid solicitation;
 - c. submit by solicitation closing date and time a complete bid;
 - d. provide a comprehensible and sufficiently detailed bid, including all requested pricing details, that will permit a complete evaluation in accordance with the criteria set out in the bid solicitation.
5. Canada will make available Notices of Proposed Procurement (NPP) through the Government tendering website Canadabids. Bid solicitations and related documents will be available on Canadabids under RFP # 1000251569. Canada is not responsible and will not assume any liabilities whatsoever for the information found on websites of third parties. In the event an NPP, bid solicitation or related documentation would be amended, Canada will not be sending notifications. Canada will post all amendments, including significant enquiries received and their replies, using the Canadabids. It is the sole responsibility of the Bidder to regularly consult the

website for the most up-to-date information. Canada will not be liable for any oversight on the Bidder's part nor for notification services offered by a third party.

6. Bids will remain open for acceptance for a period of not less than 180 days from the closing date of the bid solicitation, unless specified otherwise in the bid solicitation. Canada reserves the right to seek an extension of the bid validity period from all responsive bidders in writing, within a minimum of 3 days before the end of the bid validity period. If the extension is accepted by all responsive bidders, Canada will continue with the evaluation of the bids. If the extension is not accepted by all responsive bidders, Canada will, at its sole discretion, either continue with the evaluation of the bids of those who have accepted the extension or cancel the solicitation.
7. Bid documents and supporting information may be submitted in either English or French.
8. Bids received on or before the stipulated bid solicitation closing date and time will become the property of Canada and will not be returned. All bids will be treated as confidential, subject to the provisions of the [Access to Information Act](#) (R.S. 1985, c. A-1) and the [Privacy Act](#) (R.S., 1985, c. P-21).
9. Unless specified otherwise in the bid solicitation, Canada will evaluate only the documentation provided with a bidder's bid. Canada will not evaluate information such as references to Web site addresses where additional information can be found, or technical manuals or brochures not submitted with the bid.
10. A bid cannot be assigned or transferred in whole or in part.

Section 06 Late offers of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is deleted and replaced with the following:

SAP Ariba prevents the submission of bids after the closing date and time of the solicitation. Late bids will not be received.

Section 07 Delayed offers of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is deleted in its entirety.

Section 08 Transmission by facsimile or by CPC Connect of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is deleted and replaced with the following:

1. Bidders must ensure that they are using the correct email address when submitting a bid. Size is limited to 10MB per email. It is the bidders responsibility to ensure it's bid respect the limitation. If a bid is bigger than limitation, it can be divided in parts as long as parts are well identified (example: 1 of 3, 2 of 3, 3 of 3)

Section 09 Customs clearance of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is deleted in its entirety.

Section 13 Communications—solicitation period of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is deleted and replaced with the following:

To ensure the integrity of the competitive bid process, enquiries and other communications regarding the bid solicitation must be directed only to the Contracting Authority identified in the bid solicitation. Failure to comply with this requirement may result in the bid being declared non-responsive.

To ensure consistency and quality of information provided to bidders, significant enquiries received and their replies will be posted on Canadabuy.

Section 17 Joint venture of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is deleted and replaced with the following:

1. A joint venture is an association of two or more parties who combine their money, property, knowledge, expertise or other resources in a single joint business enterprise, sometimes referred as a consortium, to bid together on a requirement. Bidders who bid as a joint venture must indicate clearly that it is a joint venture and provide the following information:
 - a. the name of each member of the joint venture;
 - b. the Business Number of each member of the joint venture;
 - c. the Procurement Business Number of each member of the joint venture;
 - d. the name of the representative of the joint venture, i.e. the lead company chosen by the other members to act on their behalf, if applicable;
 - e. the name of the joint venture, if applicable;
2. If the information is not clearly provided in the bid, the Bidder must provide the information on request from the Contracting Authority.
3. Any resulting contract must be signed by all the members of the joint venture unless one member has been appointed to act on behalf of all members of the joint venture. The Contracting Authority may, at any time, require each member of the joint venture to confirm that the representative has been appointed with full authority to act as its representative for the purposes of the bid solicitation and any resulting contract. If a contract is awarded to a joint venture, all members of the joint venture will be jointly and severally or solidarily liable for the performance of any resulting contract.

Section 20 Further information of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is deleted and replaced with the following:

For further information, bidders may contact the Contracting Authority identified in the bid solicitation.

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

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **3** calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

2.5 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:
- Office of the Procurement Ombudsman (OPO)
 - Canadian International Trade Tribunal (CITT)
- (a) Suppliers should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Bids must be submitted electronically only at the address provided on page 1 of the solicitation.

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

Offers (and any amendments thereto) must be submitted **electronically only, in PDF format**, to Indigenous Services Canada (ISC) by the date, time and to the e-mail address indicated on page 1 of the Request for Proposal. Transmission of Offers (and any amendments thereto) submitted by any other means to ISC will not be accepted.

The bid must be gathered per section and separated as follows:

Section I: Technical Bid

Section II: Financial Bid

Section III: Certifications and Additional Information, if applicable

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

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

Section I: Technical Bid

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

Section II: Financial Bid

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

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex E Electronic Payment Instruments, to identify which ones are accepted.

If Annex E Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 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.
- (c) The evaluation team will determine if there are two (2) or more bids with a valid Canadian content certification with the bids coming from two or more Bidders that are not affiliated within the meaning used in the [Competition Act](#), R.S.C., 1985, c. C-34. In that event, only those bids with a valid certification will be eligible to be awarded a contract; otherwise, all bids will be eligible. If at any point in the evaluation process it is found, whether by determination of invalidity of certifications, determination that bids are non-responsive or withdrawal of bids by Bidders, that there are no longer two (2) or more responsive bids with a valid certification, then all responsive bids will be eligible to be awarded a contract. Canada may conduct the validation of Canadian content certifications at any time in the evaluation process including doing so concurrently with other steps.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Evaluation Criteria

Mandatory Technical Criteria (MTC)		MET/ NOT MET & COMMENTS
MTC 1	<p>The Bidder must provide a <i>photo or drawing representation(s) of their products being offered</i> as described at Annex A of this solicitation.</p> <p>To demonstrate compliance with MTC 1, the <i>photo representation(s) must include as a minimum a frontal and side view showing the profile of the backrest and armrest.</i></p> <p>An electronic soft copy in *.pdf format must be submitted and be readable by Canada.</p>	
MTC 2	<p>The Bidder must provide <i>finish offerings</i> as described at Annex A of this solicitation.</p> <p>To demonstrate compliance with MTC 1, the Bidder must submit a <i>photo representation of the finishes being offered which include a minimum of 2 blue tones for the seat upholstery options.</i></p> <p>An electronic soft copy in *.pdf format must be submitted and be readable by Canada.</p>	

4.1.2 Financial Evaluation

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

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n/a

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1910

"The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included."

4.2 Basis of Selection

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

"A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract."

SACC Manual clause [A0069T](#) (2007-05-25) Basis of Selection

"A bid must comply with all requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract."

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 website \(https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#\)](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#).

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 Stream

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

[2010A](#) (2022-12-01), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

Section 09 - Warranty, is amended as follows:

At Sub-section 1.

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

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

At Sub-section 2.

Deleted: In its entirety

Inserted: as follows:

2. The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant for replacement, repair or making good. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when 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.

Section 32 entitled Anti-forced labour requirements is added to general conditions 2010A:

1. The Contractor represents and warrants that the Work is not mined, manufactured or produced wholly or in part by forced labour. Regardless of who acts as an importer, the Contractor must not during the performance of the Contract, directly or indirectly, deliver Work to Canada or import Work into Canada the importation of which is prohibited pursuant to ss. 136(1) of the *Customs Tariff Act* and tariff item No. 9897.00.00 of the *Customs Tariff – Schedule* (as amended from time to time), because it is mined, manufactured or produced wholly or in part by forced labour.
2. If a tariff classification determination is made under the *Customs Act* that the importation of the Work, or any part of the Work, is prohibited, the Contractor must immediately inform the Contracting Authority in writing. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Work or any part of the Work is classified under tariff item no. 9897.00.00 of the *Customs Tariff – Schedule* as mined, manufactured or produced wholly or in part by forced labour. If the Contractor is aware that the Work, or any part of the Work, is being or has been investigated regarding whether it is prohibited from entry pursuant to tariff item No. 9897.00.00, the Contractor must immediately inform the Contracting Authority in writing of that investigation. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if it has reasonable grounds to believe the Work was mined, manufactured or produced in whole or in part by forced labour or linked to human trafficking. Reasonable grounds for making such a determination may include:
 - a. Findings or Withhold Release Orders issued by the United States Customs and Border Protection, under the US *Trade Facilitation and Trade Enforcement Act* (TFTEA) of 2015; or
 - b. Credible evidence from a reliable source, including but not limited to non-governmental organizations.
4. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Contractor has, in the past three years, been convicted of any of the following offences under the *Criminal Code* or the *Immigration and Refugee Protection Act*:

Criminal Code

 - i. section 279.01 (Trafficking in persons);
 - ii. section 279.011 (Trafficking of a person under the age of eighteen years);
 - iii. subsection 279.02(1) (Material benefit - trafficking);
 - iv. subsection 279.02(2) (Material benefit - trafficking of person under 18 years);
 - v. subsection 279.03(1) (Withholding or destroying documents - trafficking);
 - vi. subsection 279.03(2) (Withholding or destroying documents - trafficking of person under 18 years); or

Immigration and Refugee Protection Act

 - vii. section 118 (Trafficking in persons).

-
5. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Contractor has, in the past three years, been convicted of an offence in a jurisdiction other than Canada that, in Canada's opinion, is similar to any of the offences identified in paragraphs 4(i) to (vii).
 6. For purposes of determining whether a foreign offence is similar to a listed offence, PWGSC will take into account the following factors:
 - i. in the case of a conviction, whether the court acted within its jurisdiction;
 - ii. whether the supplier was afforded the right to appear during the court's proceedings or to submit to the court's jurisdiction;
 - iii. whether the court's decision was obtained by fraud; or
 - iv. whether the supplier was entitled to present to the court every defence that the supplier would have been entitled to present had the proceeding been tried in Canada.
 7. Where Canada intends to terminate the Contract under this section, Canada will inform the Contractor and provide the Contractor an opportunity to make written representations before making a final decision. Written representations must be submitted within 30 days from receiving a notice of concern unless Canada establishes a different deadline.

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.

6.4.3 Delivery Date

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

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

6.4.4 Shipping Instructions

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

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

6.4.5 Delivery and Installation Points Location(s)

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

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

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Bruno Paradis
Title: Senior Procurement and Contracting Officer
Department: Indigenous Services Canada
Address: 25 Eddy Street, 15th floor, Gatineau, Quebec, K1A 0H4
E-mail address: Bruno.Paradis2@sac-isc.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: _____

Solicitation No. - N° de l'invitation
1000251569
Client Ref. No. - N° de réf. du client
1000251569

Amd. No. - N° de la modif.
n/a

Buyer ID - Id de l'acheteur
1910

Organization: _____
Address: _____

Telephone: _____
E-mail address: _____

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

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

6.5.3 Contractor's Representative

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

Name: _____

Title: _____

Telephone: _____

E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid *firm price*, as specified in Annex B – Basis of Payment, for a cost of \$ _____ **(will 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 [H1001C \(2008-05-12\)](#) Multiple Payment

6.6.3 SACC Manual Clauses

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

6.6.4 Electronic Payment of Invoices – Contract

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

6.7 Invoicing Instructions

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

Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.
- c. one (1) copy must be forwarded to the consignee.

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.

6.8.2 Deleted

6.8.3 Deleted

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in *[to be completed at contract award]*.

6.10 Priority of Documents

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

- (a) the Articles of Agreement of the SA E60PQ-120001;
- (b) the Articles of this Agreement;
- (c) the general conditions 2010A (2022-12-01) – General Conditions: Goods (Medium Complexity);
- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Additional Specifications and Certifications for NSA Products;
- (h) the Contractor's bid dated *(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.

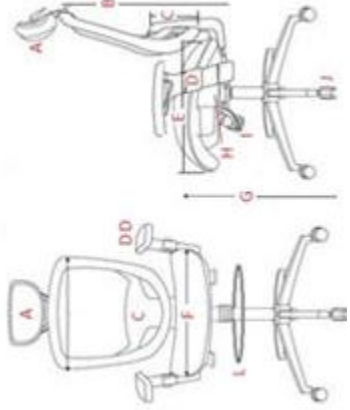
The Contractor will deliver the products corresponding to Canada's choice of specific finishes(s). No additional charge will be applied to Canada.

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 [B1501C](#) ([2018-06-21](#)), Electrical Equipment
SACC Manual clause [B4003T](#) ([2011-05-16](#)), Canadian General Standards Board – Standards
SACC Manual clause [B6802C](#) ([2007-11-30](#)), Government Property
SACC Manual clause [G1005C](#) ([2016-01-28](#)), Insurance - No Specific Requirement

**ANNEX A
REQUIREMENT**

Table A1: Rotary chair



CHAIR TYPE:	Quantity Required: 40
<input checked="" type="checkbox"/> ROTARY CHAIR <input type="checkbox"/> ROTARY STOOL	
Instructions to Users: <ul style="list-style-type: none"> Choose the attributes (<input type="checkbox"/> → <input checked="" type="checkbox"/>) that must be included for your requirement. Use 1 builder per type of chair. Note: if more than 1 “<input checked="" type="checkbox"/>” is chosen then all attributes will be considered acceptable for the requirement. 	

Criteria	Requirement Choices	Annex A reference:
Environmental	<input checked="" type="checkbox"/> All products meet a minimum of ANSI/BIFMA e3 minimum Level® 2 <input checked="" type="checkbox"/> All plastic components are recyclable at the end of their life.	1.2.8
Weight Capacity	<input checked="" type="checkbox"/> Standard (up to 275 lbs) <input type="checkbox"/> Large-occupant (275+ lbs up to 400 lbs)	1.5.7
Usage	<input checked="" type="checkbox"/> Single shift <input type="checkbox"/> 24/7 (3 continuous working shifts, 7 days a week)	1.5.2 1.7.1.3
A Headrest	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (adjustable) <input type="checkbox"/> No preference	2.1.13
B Backrest Height	<input checked="" type="checkbox"/> Standard <input type="checkbox"/> High <input type="checkbox"/> No preference	2.1.7
C Lumbar Support	<input type="checkbox"/> Fixed position preference <input checked="" type="checkbox"/> Adjustable (by user) <input type="checkbox"/> Self-Adjusting mechanism <input type="checkbox"/> No	2.1.6
D Armrests	<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Fixed	2.1.10
	<input checked="" type="checkbox"/> Height Adjustment <input checked="" type="checkbox"/> Lateral Adjustment <input type="checkbox"/> Fully Articulating	
	Armrest Style: <input checked="" type="checkbox"/> T-arm (DD) <input type="checkbox"/> Fixed <input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Cantilever <input type="checkbox"/> T-arm <input type="checkbox"/> Cantilever <input type="checkbox"/> Loop <input type="checkbox"/> No preference	
E Seat Depth	<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Fixed position	2.1.2
	<input type="checkbox"/> Shallow <input type="checkbox"/> Medium <input type="checkbox"/> Deep	
F Seat Width	<input checked="" type="checkbox"/> Standard based on weight capacity chosen above	2.1.3 2.2.2
G Seat Height	<input checked="" type="checkbox"/> Rotary Chair <input checked="" type="checkbox"/> Adjustable – standard range <input type="checkbox"/> Adjustable - low range <input type="checkbox"/> Rotary Stool <input type="checkbox"/> Adjustable	2.1.4
	<input type="checkbox"/> Multifunction Sensitive <input type="checkbox"/> Synchro Tilt <input type="checkbox"/> Unison Tilt <input type="checkbox"/> Weight <input type="checkbox"/> Multifunction Sensitive <input checked="" type="checkbox"/> No preference <input type="checkbox"/> Multifunction Sensitive <input type="checkbox"/> Synchro Tilt <input type="checkbox"/> Unison Tilt <input type="checkbox"/> Weight <input type="checkbox"/> Multifunction Sensitive <input type="checkbox"/> Fixed Back <input type="checkbox"/> No preference	
H Tilt Mechanism	<input type="checkbox"/> Multifunction Sensitive <input type="checkbox"/> Synchro Tilt <input type="checkbox"/> Unison Tilt <input type="checkbox"/> Weight <input type="checkbox"/> Multifunction Sensitive <input checked="" type="checkbox"/> No preference <input type="checkbox"/> Multifunction Sensitive <input type="checkbox"/> Synchro Tilt <input type="checkbox"/> Unison Tilt <input type="checkbox"/> Weight <input type="checkbox"/> Multifunction Sensitive <input type="checkbox"/> Fixed Back <input type="checkbox"/> No preference	1.5.11 2.1.8
I Seat Angle and Backrest-to-seat Angle	<input checked="" type="checkbox"/> Adjustable and lockable (not applicable to weight sensitive tilt mechanisms)	2.1.5 2.1.9
J Casters	for use on: <input checked="" type="checkbox"/> carpet <input type="checkbox"/> hard surfaces	2.1.11

L	Footrest <i>(rotary stools only)</i>	<input type="checkbox"/> integrated fixed height <input type="checkbox"/> adjustable height	2.1.12
	Finishes	Backrest: Material <input type="checkbox"/> Upholstery <input type="checkbox"/> Non-upholstery (ie. flexible plastic) * Mesh	2.1.15
		Seat: Material * Upholstery <input type="checkbox"/> Non-upholstery (ie. flexible plastic) <input type="checkbox"/> Mesh	
		Base Frame: <input type="checkbox"/> Metal * Plastic	
	Labelling and Instructions	* All chairs must be provided with labelling and instructions	1.3.2
	Accessibility	* Not applicable <input type="checkbox"/> Adjustment levers to be equipped with brail	1.6.3
	Additional Criteria	<ul style="list-style-type: none"> > Please include some blue colour tones for the seat upholstery options > Please provide a photo representations of products being offered with your bid submission. 	

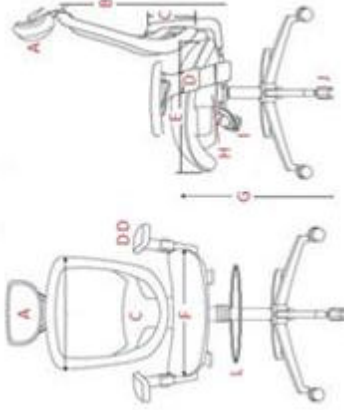


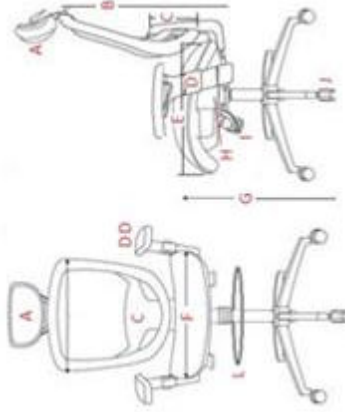
Table A2: Rotary chair – High back

CHAIR TYPE:	Quantity Required:
* ROTARY CHAIR <input type="checkbox"/> ROTARY STOOL	95
Instructions to Users:	
<ul style="list-style-type: none"> • Choose the attributes (<input type="checkbox"/> → <input checked="" type="checkbox"/>) that must be included for your requirement. Use 1 builder per type of chair. • Note: if more than 1 “*” is chosen then all attributes will be considered acceptable for the requirement. 	

Criteria	Requirement Choices	Annex A reference:					
Environmental	* All products meet a minimum of ANSI/BIFMA e3 minimum Level® 2 * All plastic components are recyclable at the end of their life.	1.2.8					
Weight Capacity	* Standard (up to 275 lbs) <input type="checkbox"/> Large-occupant (275+ lbs up to 400 lbs)	1.5.7					
Usage	* Single shift <input type="checkbox"/> 24/7 (3 continuous working shifts, 7 days a week)	1.5.2 1.7.1.3					
A	No <input type="checkbox"/> Yes (adjustable) <input type="checkbox"/> No preference	2.1.13					
B	Standard <input type="checkbox"/> High * Standard <input type="checkbox"/> No preference	2.1.7					
C	<input type="checkbox"/> Fixed position preference * Adjustable (by user) <input type="checkbox"/> Self-Adjusting mechanism <input type="checkbox"/> No	2.1.6					
D	<table border="1"> <tr> <td rowspan="2">Adjustable * Height Adjustment * Lateral Adjustment <input type="checkbox"/> Fully Articulating</td> <td colspan="2">Armrest Style:</td> </tr> <tr> <td>* T-arm (DD) → <input type="checkbox"/> Fixed <input checked="" type="checkbox"/> Adjustable</td> <td><input type="checkbox"/> Cantilever</td> </tr> </table>	Adjustable * Height Adjustment * Lateral Adjustment <input type="checkbox"/> Fully Articulating	Armrest Style:		* T-arm (DD) → <input type="checkbox"/> Fixed <input checked="" type="checkbox"/> Adjustable	<input type="checkbox"/> Cantilever	2.1.10
	Adjustable * Height Adjustment * Lateral Adjustment <input type="checkbox"/> Fully Articulating		Armrest Style:				
		* T-arm (DD) → <input type="checkbox"/> Fixed <input checked="" type="checkbox"/> Adjustable	<input type="checkbox"/> Cantilever				
<input type="checkbox"/> Fixed →	<input type="checkbox"/> T-arm <input type="checkbox"/> Cantilever <input type="checkbox"/> Loop <input type="checkbox"/> No preference						

E	Seat Depth	* Adjustable	2.1.2
		<input type="checkbox"/> Fixed position	
F	Seat Width	* Standard based on weight capacity chosen above	2.1.3 2.2.2
G	Seat Height	* Adjustable – standard range	2.1.4
		<i>Rotary Chair</i> <i>Rotary Stool</i>	
H	Tilt Mechanism	<input type="checkbox"/> Multifunction <input type="checkbox"/> Synchro Tilt <input type="checkbox"/> Unison Tilt <input type="checkbox"/> Weight Sensitive * No preference	1.5.11 2.1.8
		<i>Rotary Chair</i> <i>Rotary Stool</i>	
I	Seat Angle and Backrest-to-seat Angle	Adjustable and lockable (<i>not applicable to weight sensitive tilt mechanisms</i>)	2.1.5 2.1.9
J	Casters	for use on: * carpet <input type="checkbox"/> hard surfaces	2.1.11
L	Footrest <i>(rotary stools only)</i>	<input type="checkbox"/> integrated fixed height <input type="checkbox"/> adjustable height	2.1.12
		Backrest: Material	
	Finishes	Seat: Material	2.1.15
		Base Frame:	
	Labelling and Instructions	* All chairs must be provided with labelling and instructions	1.3.2
	Accessibility	* Not applicable <input type="checkbox"/> Adjustment levers to be equipped with brail	1.6.3
Additional Criteria		<ul style="list-style-type: none"> ➤ <i>Please include some blue colour tones for the seat upholstery options</i> ➤ <i>Please provide a photo representations of products being offered with your bid submission.</i> 	

Table A3: Rotary chair – Large occupant



CHAIR TYPE:	Quantity Required:
<input checked="" type="checkbox"/> ROTARY CHAIR <input type="checkbox"/> ROTARY STOOL	5
Instructions to Users: <ul style="list-style-type: none"> Choose the attributes (<input type="checkbox"/> → <input checked="" type="checkbox"/>) that must be included for your requirement. Use 1 builder per type of chair. Note: if more than 1 “<input checked="" type="checkbox"/>” is chosen then all attributes will be considered acceptable for the requirement. 	

Criteria	Requirement Choices	Annex A reference:			
Environmental	<input checked="" type="checkbox"/> All products meet a minimum of ANSI/BIFMA e3 minimum Level® 2 <input checked="" type="checkbox"/> All plastic components are recyclable at the end of their life.	1.2.8			
Weight Capacity	<input type="checkbox"/> Standard (up to 275 lbs) <input checked="" type="checkbox"/> Large-occupant (275+ lbs up to 400 lbs)	1.5.7			
Usage	<input type="checkbox"/> Single shift <input type="checkbox"/> 24/7 (3 continuous working shifts, 7 days a week)	1.5.2 1.7.1.3			
A	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (adjustable) <input type="checkbox"/> No preference	2.1.13			
B	<input type="checkbox"/> Standard <input checked="" type="checkbox"/> High	2.1.7			
C	<input type="checkbox"/> Fixed position <input checked="" type="checkbox"/> Adjustable (by user) <input type="checkbox"/> Self-Adjusting mechanism <input type="checkbox"/> No preference	2.1.6			
D	<table border="1"> <tr> <td> <input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Fixed </td> <td> <input checked="" type="checkbox"/> Height Adjustment <input checked="" type="checkbox"/> Lateral Adjustment <input type="checkbox"/> Fully Articulating </td> <td> Armrest Style: <input checked="" type="checkbox"/> T-arm (DD) <input type="checkbox"/> Fixed <input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Cantilever <input type="checkbox"/> T-arm <input type="checkbox"/> Cantilever <input type="checkbox"/> Loop <input type="checkbox"/> No preference </td> </tr> </table>	<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Fixed	<input checked="" type="checkbox"/> Height Adjustment <input checked="" type="checkbox"/> Lateral Adjustment <input type="checkbox"/> Fully Articulating	Armrest Style: <input checked="" type="checkbox"/> T-arm (DD) <input type="checkbox"/> Fixed <input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Cantilever <input type="checkbox"/> T-arm <input type="checkbox"/> Cantilever <input type="checkbox"/> Loop <input type="checkbox"/> No preference	2.1.10
<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Fixed	<input checked="" type="checkbox"/> Height Adjustment <input checked="" type="checkbox"/> Lateral Adjustment <input type="checkbox"/> Fully Articulating	Armrest Style: <input checked="" type="checkbox"/> T-arm (DD) <input type="checkbox"/> Fixed <input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Cantilever <input type="checkbox"/> T-arm <input type="checkbox"/> Cantilever <input type="checkbox"/> Loop <input type="checkbox"/> No preference			
E	<input checked="" type="checkbox"/> Adjustable <input type="checkbox"/> Fixed position <input type="checkbox"/> Shallow <input type="checkbox"/> Medium <input type="checkbox"/> Deep	2.1.2			
F	<input checked="" type="checkbox"/> Standard based on weight capacity chosen above	2.1.3 2.2.2			
G	<input checked="" type="checkbox"/> Rotary Chair <input checked="" type="checkbox"/> Adjustable – standard range <input type="checkbox"/> Adjustable - low range <input type="checkbox"/> Rotary Stool <i>Adjustable</i>	2.1.4			
H	<table border="1"> <tr> <td> <input type="checkbox"/> Rotary Chair <input type="checkbox"/> Rotary Stool </td> <td> <input type="checkbox"/> Multifunction Sensitive <input checked="" type="checkbox"/> No preference <input type="checkbox"/> Multifunction Sensitive <input type="checkbox"/> Fixed Back <input type="checkbox"/> No preference </td> <td> <input type="checkbox"/> Synchro Tilt <input type="checkbox"/> Unison Tilt <input type="checkbox"/> Weight <input type="checkbox"/> Synchro Tilt <input type="checkbox"/> Unison Tilt <input type="checkbox"/> Weight </td> </tr> </table>	<input type="checkbox"/> Rotary Chair <input type="checkbox"/> Rotary Stool	<input type="checkbox"/> Multifunction Sensitive <input checked="" type="checkbox"/> No preference <input type="checkbox"/> Multifunction Sensitive <input type="checkbox"/> Fixed Back <input type="checkbox"/> No preference	<input type="checkbox"/> Synchro Tilt <input type="checkbox"/> Unison Tilt <input type="checkbox"/> Weight <input type="checkbox"/> Synchro Tilt <input type="checkbox"/> Unison Tilt <input type="checkbox"/> Weight	1.5.11 2.1.8
<input type="checkbox"/> Rotary Chair <input type="checkbox"/> Rotary Stool	<input type="checkbox"/> Multifunction Sensitive <input checked="" type="checkbox"/> No preference <input type="checkbox"/> Multifunction Sensitive <input type="checkbox"/> Fixed Back <input type="checkbox"/> No preference	<input type="checkbox"/> Synchro Tilt <input type="checkbox"/> Unison Tilt <input type="checkbox"/> Weight <input type="checkbox"/> Synchro Tilt <input type="checkbox"/> Unison Tilt <input type="checkbox"/> Weight			
I	Adjustable and lockable (not applicable to weight sensitive tilt mechanisms)	2.1.5 2.1.9			
J	for use on: <input checked="" type="checkbox"/> carpet <input type="checkbox"/> hard surfaces	2.1.11			
L	<input type="checkbox"/> integrated fixed height <input type="checkbox"/> adjustable height	2.1.12			

<i>only</i>			
Finishes	Backrest:	<input type="checkbox"/> Upholstery Material <input checked="" type="checkbox"/> Upholstery Material <input type="checkbox"/> Metal * Plastic	<input type="checkbox"/> Non-upholstery (ie. flexible plastic) * Mesh <input type="checkbox"/> Non-upholstery (ie. flexible plastic) * Mesh
	Seat:		2.1.15
	Base Frame:		
Labelling and Instructions	* All chairs must be provided with labelling and instructions		1.3.2
Accessibility	* Not applicable <input type="checkbox"/> Adjustment levers to be equipped with brail		1.6.3
Additional Criteria	<ul style="list-style-type: none"> ➤ Please include some blue colour tones for the seat upholstery options ➤ Please provide a photo representations of products being offered with your bid submission. 		

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 5, 8 and 9. **Bidders must provide a complete product offering for each Subcategory or All-inclusive Procurement.** In a resulting contract, the term "Bid" means the Supplier's commitment, the term "Bidder" means "Contractor".

BIDDER TO COMPLETE SECTION B – SUPPLIER'S BID IN ITS ENTIRETY.

SUB-CATEGORY

Table 1: Summary of Chairs per Subcategory No. 1
(insert description if applicable).

Section A - IU REQUIREMENT		Section B – SUPPLIER'S BID			
Table	Title	Qty	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
A1	Rotary Chair - Standard	40		\$	\$
A2	Rotary Chair – High Back	95		\$	\$
A3	Rotary Chair – Large occupant	5		\$	\$
				Subtotal Products:	\$

Table 2 – Delivery
(Standard Lead time is between 6-10 weeks for furniture delivery and installation)

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
A1 to A3	200-365 Hargrave Street Winnipeg, Manitoba R3B 3A3	as soon as possible	Normal Business Hours	_____ : weeks <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Delivery Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

Table 3 – Installation
(Standard Lead time is between 6-10 weeks for furniture delivery and installation)

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
1	200-365 Hargrave Street Winnipeg, Manitoba R3B 3A3	As soon as possible	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
If applicable, copy/paste/modify from table 1.

Table 5 – Optional Delivery Not Applicable
If applicable, copy/paste/modify from table 2.

Table 6 – Optional Installation Not Applicable
If applicable, copy/paste/modify from table 3.

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.	<p>Canada's Facilities to Accommodate the Delivery <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> <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 200-365 Hargrave Street Winnipeg, Manitoba R3B 3A3
B	Dock Standard dock
C	Lift 9ft x 7ft
D	Door unknown
E	Freight Elevator Yes. (12ft x 10ft)
F	Other (specify, if any) Moving truck 26ft max. Truck must have a hydraulic lift gate No 53ft trailers accepted.
3.	Continuance of Certifications
	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. 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 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)	\$
4	Optional Product Total (Table 4)	N/A
5	Optional Delivery Total (Table 5)	N/A
6	Optional Installation Total (Table 6)	N/A
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) <i>[to be removed at contract award]</i>	\$
9	Contract Price (1 + 2 + 3 + 7): <i>[applicable at contract award only]</i>	\$
10	Applicable Tax(es) : <i>[applicable at contract award only]</i>	\$
11	Total Estimated Cost (9 + 10): <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:
		Ariba #:

BIDDER TO COMPLETE SECTION B – SUPPLIER'S BID IN ITS ENTIRETY.

ALL-INCLUSIVE PROCUREMENT

Table 1: Summary of Chairs for All-inclusive procurement
(insert description if applicable).

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Table	Title	Qty	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
A1	Rotary Chair - Standard	40		\$	\$
A2	Rotary Chair – High Back	95		\$	\$
A3	Rotary Chair – Large Occupant	5		\$	\$
				Product Sub-total:	\$
<p>Non Supply Arrangement (NSA) products can be added to a requirement within the allowable percentage per subcategory (currently 30% of the quantity per subcategory or 30% of the full requirement when handled as an All Inclusive Procurement). The Supply Arrangement Holder signs and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex C.</p>					
Table	NON-SA Product(s)	Qty	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
A1	<i>Not Applicable</i>			\$	\$
				Product Total	\$

Table 2 – Delivery
(Standard Lead time is between 6-10 weeks for furniture delivery and installation)

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
A1	200-365 Hargrave Street Winnipeg, Manitoba R3B 3A3	As soon as possible	Normal Business Hours	_____ : weeks <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Delivery Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

Table 3 – Installation
(Standard Lead time is between 6-10 weeks for furniture delivery and installation)

Section A - IU REQUIREMENT			Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
A1	200-365 Hargrave Street Winnipeg, Manitoba R3B 3A3	As soon as possible	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
If applicable, copy/paste/modify from table 1.

Table 5 – Optional Delivery Not Applicable
If applicable, copy/paste/modify from table 2.

Table 6 – Optional Installation Not Applicable
If applicable, copy/paste/modify from table 3.

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.	<p>Canada’s Facilities to Accommodate the Delivery <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. 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 200-365 Hargrave Street Winnipeg, Manitoba R3B 3A3
B	Dock Standard Dock
C	Lift 9ft x 7ft
D	Door 10ft x 8ft
E	Freight Elevator Yes
F	Other (specify, if any) Moving truck 26ft max. Truck must have a hydraulic lift gate No 53ft trailers accepted.
3.	Continuance of Certifications
	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.
	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
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3.4	Product Conformance
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7	Optional Installation Total (Table 6)	N/A
8	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	\$
9	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4 + 5 + 6 + 7) <i>[to be removed at contract award]</i>	\$
10	Contract Price (1+2+3+7): <i>[applicable at contract award only]</i>	\$
11	Applicable Tax(es) : <i>[applicable at contract award only]</i>	\$
12	Total Estimated Cost (9+10): <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:
		Ariba #:

Solicitation No. - N° de l'invitation
1000251569

Amd. No. - N° de la modif.
n/a

Buyer ID - Id de l'acheteur
1910

Client Ref. No. - N° de réf. du client
1000251569

ANNEX C
ADDITIONAL SPECIFICATIONS, CERTIFICATIONS FOR NSA PRODUCT(S)

Not applicable

Solicitation No. - N° de l'invitation
1000251569
Client Ref. No. - N° de réf. du client
1000251569

Amd. No. - N° de la modif.
n/a

Buyer ID - Id de l'acheteur
1910

ANNEX E TO PART 3 OF THE BID SOLICITATION – ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument(s):

Direct Deposit