



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	
on – le See Section 1 Voir Section 1	

Date of Solicitation – Date de la demande
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 : _____

TABLE OF CONTENTS

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)

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. Conditions
 - a. the Bidder must hold a valid organization security (VOS) clearance as indicated in Annex B;
 - b. the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Annex B.
2. For additional information on security requirements, bidders should refer to the Canadian Industrial Security Directorate (CISD), Industrial Program of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.
3. The conditions in article 1 above must be met by the Bidder:
Before the award of a contract. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
4. Bidders are to supply the following information, as a minimum, to demonstrate compliance with the Security Requirement.
 - a. The Bidder's valid VOS clearance number issued by CISD;
 - b. The name of all individuals who will require access to classified or protected information, assets or sensitive work sites. It is desirable to also include their date of birth, their middle name, and their security clearance number issued by CISD.

RFB Issued to:	
Supplier Name and Address: (City, Province)	[use address from Supplier's SA] [SA number starts with E60PQ-140003/.../PQ]
Contact:	
- Name:	
- Telephone Number:	
- E-mail:	
RFB Issued by:	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	Major Sylvia Sepa Officer Commanding Services Company 1 Canadian Field Hospital 147 Flanders Row, Petawawa, ON, K8H 2X3, Bldg BB104-B 613-687-5511 ext 4831 Sylvia.sepa@forces.gc.ca
RFB Closing - Submit Bid:	
Bids must be submitted on the date and at the time indicated below.	
By no later than date and time:	8 September 2023 1600 EDT
To e-mail address: (Delete line if not applicable)	Sylvia.sepa@forces.gc.ca , ariane.giguere@forces.gc.ca , pierre-luc.bedard@forces.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.	___5___ 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 checked="" 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 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:	Sylvia Sepa
	Title:	Officer Commanding Services Company
	Department/Agency/Crown Corporation:	1 Canadian Field Hospital
	Address:	147 Flanders Row, Petawawa, ON, K8H 2X3, Bldg BB104-B
	Telephone No.:	613-687-5511 ext 4831
	E-mail address:	Sylvia.sepa@forces.gc.ca
4.2	Project Authority	
	<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:	Captain Ariane Giguere
	Title:	Quartermaster
	Department/Agency/Crown Corporation:	1 Canadian Field Hospital
	Address:	147 Flanders Row, Petawawa, ON, K8H 2X3, Bldg BB104-B
	Telephone No.:	613-687-5511 ext4408
	E-mail address:	Ariane.giguere@forces.gc.ca
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 (optional)	
	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:
7.	SACC Manual Clauses 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) 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 (2023-06-08) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.
Supplemental General Conditions	

**ANNEX A
REQUIREMENT and BASIS OF PAYMENT**

1. Category Selection

Combined Categories Rule:

For reasons of compatibility, the following categories will be combined for evaluation and contract award purposes:

The rule only applies to the categories below that are checked. The unchecked categories will be evaluated separately and may be awarded to multiple suppliers;

Category 1

Category 2

Category 5

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

Design Upgrade Rule:

The IU may exercise an option to upgrade products up to 20% of each Category product total before Applicable Taxes after contract award.

The Design Upgrade amount is used at the discretion of the Project Authority (PA) **prior to the manufacturing/ordering of the products**, the PA will provide the Contractor with a written notice of Canada's Design Upgrade choices for each of the product(s) to be upgraded. The Contractor will provide the pricing of the upgraded product(s) to a maximum of 20% of each Category Contract Price of Table 8. The Contracting Authority will issue an amendment to the contract with the Design Upgrades and pricing.

The Supplier certifies that all the Design Upgraded products offered will conform to all specifications and meet the testing requirements detailed in the Specifications of the Supply Arrangement.

Design Upgrade: is the process of replacing a product with a more innovative or enhanced version of the same product.

NSA:

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

The requirement includes the following category (ies) of work

a. Category 1 – Interconnecting Panels and Freestanding Systems

Category 1a – Interconnecting Panels (Refer to Annex C)

Category 1b – Supporting components and freestanding furniture

RULE: Metal Storage

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

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

c. Category 3 – Metal Filing and Storage Cabinets

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

d. Category 4 – Wood Veneer – Freestanding Products

e. Category 5 – Ancillary and Lighting Products

f. Category 6 - Support Space – Collaborative Furniture

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

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

g. NSA Product(s) – Category(ies): 1 _____

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(ies): 1, 2, 5, 6 _____

Table 1 – Product Table

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
#	GoCUID	Description of Product <i>(Additional product details may be inserted, if required as per 6B. 4.1 of the SA)</i>	QTY	** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
Category 1A							
Refer to Annex C and Floor Plans.							\$
	PAELSAxxxTB18	BP3FT1618 16H 18W Removable Face Tile - Fabric GR1 Fabric Streak Sprint Tungsten	4	NO		\$	\$
	PAELSAxxxTB24	BP3FT1624 16H 24W Removable Face Tile - Fabric GR1 Fabric Streak Sprint Tungsten	36	NO			
	PAELSAxxxTB30	BP3FT1630 16H 30W Removable Face Tile - Fabric GR1 Fabric Streak Sprint Tungsten	4	NO			
	PAELSAxxxTB36	BP3FT1636 16H 36W Removable Face Tile - Fabric GR1 Fabric Streak Sprint Tungsten	64	NO			
	PAELSAxxxTB42	BP3FT1642 16H 42W Removable Face Tile - Fabric GR1 Fabric Streak Sprint Tungsten	4	NO			
	PAELSAxxxTB48	BP3FT1648 16H 48W Removable Face Tile - Fabric GR1 Fabric Streak Sprint Tungsten	22	NO			
	PAELSAxxxFG18	BP3GT1618 TUN TGF 16H 18W Removable Face Tile - Glazed Frosted Tempered Glass Tungsten	1	NO			
	PAELSAxxxFG24	BP3GT1624 TUN TGF 16H 24W Removable Face Tile - Glazed Frosted Tempered Glass Tungsten	20	NO			
	PAELSAxxxFG30	BP3GT1630 TUN TGF 16H 30W Removable Face Tile - Glazed Frosted Tempered Glass Tungsten	1	NO			
	PAELSAxxxFG36	BP3GT1636 TUN TGF	29	NO			

		16H 36W Removable Face Tile - Glazed Frosted Tempered Glass Tungsten					
	PAELSAxxxFG42	BP3GT1642 TUN TGF 16H 42W Removable Face Tile - Glazed Frosted Tempered Glass Tungsten	1	NO			
	PAELSAxxxFG48	BP3GT1648 TUN TGF 16H 18W Removable Face Tile - Glazed Frosted Tempered Glass Tungsten	11	NO			
		BE83D36 – Electrical Hardware B3 36W Base Raceway Power Distribution Housing	4	NO			
		BE83D48 Electrical Hardware B3 48W Base Raceway Power Distribution Housing	7	NO			
		BE8CF1441 Electrical Hardware 144L Ceiling Feed - Single	2	NO			
		BE8CP106HH Electrical Hardware 106HH Pass-thru Cable	1	NO			
		BE8CP118HH Electrical Hardware 118HH Pass-thru Cable	5	NO			
		BE8CP58HH Electrical Hardware 58HH Pass-thru Cable	1	NO			
		BE8CP82HH Electrical Hardware 82HH Pass-thru Cable	2	NO			
		BE8D1 Elec Hardware Circuit #1 Duplex Receptacle	9	NO			
		BE8D2 Elec Hardware Circuit #2 Duplex Receptacle	9	NO			
		BA1VTFE50 TUN Hardware 50H Aluminum Vertical Flat End Trim, Tungsten	2	NO			
		BA1VTFE66 TUN Hardware 66H Aluminum Vertical Flat End Trim, Tungsten	24	NO			
		BA1VTFE82 TUN Hardware 82H Aluminum Vertical Flat End Trim, Tungsten	25	NO			
		BA1VTFS16 TUN Hardware 16H Aluminum Vertical Flat End Trim - Standard step down, Tungsten	14	NO			
		BA1VTFS48 TUN Hardware 48H Aluminum Vertical Flat End Trim - Standard step down, Tungsten	2	NO			
		BEPE49 Elec Hardware 49H Post Extension Tungsten	2	NO			
		BHP050 TUN 50H 90 Degree Post Tungsten	2	NO			
		BHP066 TUN 66H 90 Degree Post	10	NO			

		Tungsten				
		BHP082 TUN 82H 90 Degree Post Tungsten	12	NO		
		BHP4582 82H 45 Degree Post	1	NO		
		BHWA082 TUN 82H Wall Adapter Tungsten	1	NO		
		BPX3OP1618 TUN 16H 18W Over Panel Frame Tungsten	3	NO		
		BPX3OP1624 TUN 16H 24W Over Panel Frame Tungsten	38	NO		
		BPX3OP1630 TUN 16H 30W Over Panel Frame Tungsten	3	NO		
		BPX3OP1636 TUN 16H 36W Over Panel Frame Tungsten	61	NO		
		BPX3OP1642 TUN 16H 42W Over Panel Frame Tungsten	3	NO		
		BPX3OP1648 TUN 16H 48W Over Panel Frame Tungsten	22	NO		
	PAFRBHNP18	BPX3MA3418 IS-GR1 SR SR89 OS-GR1 SR SR89 TUN NPTUN 34H 18W Monolithic Acoustical Panel Inside finish Gr 1 Fabric SR – Streak SR89 – Sprint OS-Gr1: Outside finish – gr 1 fabric SR – Streak SR89 – Sprint Tungsten No punchout Tungsten	1	NO		
	PAFRBHNP24	BPX3MA3424 IS-GR1 SR SR89 OS-GR1 SR SR89 TUN P2TUN 34H 24W Monolithic Acoustical Panel Inside finish – GR1 Fabric, Streak Sprint Outside Finish – GR1 Fabric, Streak Sprint Tungsten P2TUN – Punchouts Both side Tungsten	23	NO		
	PAFRBHNP30	BPX3MA3430 IS-GR1 SR SR89 OS-GR1 SR SR89 TUN P2TUN 34H 30W Monolithic Acoustical Panel Inside finish – GR1 Fabric, Streak Sprint Outside Finish – GR1 Fabric, Streak Sprint	1	NO		

		Tungsten P2TUN – Punchouts Both side Tungsten					
	PAFRBHNP36	BPX3MA3436 IS-GR1 SR SR89 OS-GR1 SR SR89 TUN P2TUN 34H 36W Monolithic Acoustical Panel Inside finish – GR1 Fabric, Streak Sprint Outside Finish – GR1 Fabric, Streak Sprint Tungsten P2TUN – Punchouts Both side Tungsten	35	NO			
	PAFRBHNP42	BPX3MA3442 IS-GR1 SR SR89 OS-GR1 SR SR89 TUN P2TUN 34H 42W Monolithic Acoustical Panel Inside finish – GR1 Fabric, Streak Sprint Outside Finish – GR1 Fabric, Streak Sprint Tungsten P2TUN – Punchouts Both side Tungsten	1	NO			
	PAFRBHNP48	BPX3MA3448 IS-GR1 SR SR89 OS-GR1 SR SR89 TUN P2TUN 34H 48W Monolithic Acoustical Panel Inside finish – GR1 Fabric, Streak Sprint Outside Finish – GR1 Fabric, Streak Sprint Tungsten P2TUN – Punchouts Both side Tungsten	11	NO			
Category 1B							
	1bFFHREN24L48WNOL NY	Laminate: Absolute Acajou Silver	7	NO		\$	\$
	1bFFHREN24L60WNOL NY	Laminate: Absolute Acajou Silver	7	NO			
	1bSPBMCAL1518XXYK XX	Grade 1 Fabric, Fusion, FU79 (Cadet)	7	NO			
	1bCFGX20L72XDDDD KX	L2CR2D2D2072 B ACJHP HFA (Flat Aluminum) Doorlock R AAE ACJLP WHCLP CBE ACJLP AAE AAE – Absolute Acajou	1	NO			
	1bSPBMCAL1518XXYK XX	L2PBF18MIT LP ACJLP HFA Drawerlock R ACJLP WHCLP CBE AAE 18D Mobile Box, File Pdestal with inset top Low pressure finish, Absolute Acajou Flat Aluminum Standard Drawer Lock	7	NO			

Category 2							
2WSSREXXL24L60BELX X	3 Leg Base, 24inch flat feet for 6464L Wksf	7	<i>NO</i>			\$	\$
Category 5							
5MOADUARMCLPMTX XXXX	Silver	7	<i>NO</i>				
Category 6							
6MMTMDRENL42L84 WYNX	LR24 ACJLP AAE 24W Rectangular Base Absolute Acajou	2	<i>NO</i>				
6MMTLGRENL60120W YNX	LR30 ACJLP AAE 30W Rectangular Base Absolute Acajou	6	<i>NO</i>				
6MMTMDRENL42L84 WYNX	LTR4284 B B ACJHP AAE RC GRMTN 42D 84W Rectangular Table Top 1.062inch thickness Standard B Edge Absolute Acajou Radius Corner No grommet	1	<i>NO</i>				
6MMTLGRENL60120W YNX	(SP)LTR60120 B B ACJHP AAE NR GRMTRL SQ334422 1.062inch thickness Standard B Edge Absolute Acajou No radius (square corner) GRMT – Top Right+Top Left	2	<i>NO</i>				
6MMTLGRENL60120W YNX	PM101USBT TUN Power and date – power/USB Block. Power module w/ recessed door. Includes 1 duplex with 2 AC outlets, 1 USB-A and 1 USB-C charging ports, 1 telecom knockout and 1 simplex convenience plug on the bottom of the unit. 10ft power cord Tungsten Finish	4	<i>NO</i>				
6MMTLGRENL60120W YNX	PTEL01 Power and data – telecom plate – 2 x RJ45 cat 6 data jacks	2	<i>NO</i>				
6MMTLGRENL60120W YNX	PTEL05 Power and data – telecom plate 3SVH, mini stereo, 15 pin HD VGA and HDMI	2	<i>NO</i>				
**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							
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			

#	NSA Product(s) Description	QTY	** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
	BPDSL6636L Fog Left BDHardware 66H 36W Privacy Screen Left Fog (TUN2) Left Handed, Boulevard Bracket	3	No		\$	\$
	BPDSL6636R Fod Rgith BDHardware 66H 36W Privacy Screen Right Fog (TUN2) Right Handed, Boulevard Bracket	4	No			
	BP3DH8242R TUN DL02 Right TGF HP ACJHP 82H 42W Door Panel Right – Half Glazed Tungsten, Door Lever, Right Handed, Frosted Tempered Glass, High Pressure Laminate Door – Absolute Acajou	1	No			
			Yes or No		\$	\$
				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	CFB Petawawa 1 Cdn Fd Hosp Building BB104-B, Room 204 147 Flanders Row, Petawawa, ON, K8H 2X3	2023-09-28	Normal Business Hours	_____ : weeks	\$
*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5				Delivery Total:	\$
**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.					

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER'S BID	
Product Item # from Table 1	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$

1	CFB Petawawa 1 Cdn Fd Hosp Building BB104-B, Room 204 147 Flanders Row, Petawawa, ON, K8H 2X3	2023-10-13	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 **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.				Installation Total:	\$

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	147 Flanders Row, CFB Petawawa, ON, K8H 2X3, Bldg BB104B
B	Dock	For non-standard size, if applicable
C	Lift	Forklift Available
D	Door	Size – 84” x 36”
E	Freight Elevator	None
F	Other (specify, if any)	
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)	\$
4	Optional Product Total (Table 4) <i>(Applicable if Option is exercised)</i>	\$
5	Optional Delivery Total (Table 5) <i>(Applicable if Option is exercised)</i>	\$
6	Optional Installation Total (Table 6) <i>(Applicable if Option is exercised)</i>	\$
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 #:	

ANNEX B
SECURITY REQUIREMENTS

A. The security requirements set out in the attached Security Requirements Check List (SRCL) apply to and form part of the Contract.



Contract Number / Numéro du contrat
Security Classification / Classification de sécurité UNCLAS

**SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization Ministère ou organisme gouvernemental d'origine DND		2. Branch or Directorate / Direction générale ou Direction 1 Canadian Field Hospital	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work - Brève description du travail Delivery and installation of office workspace furniture			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. Indicate the type of access required - Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p.ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciales sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	
Not releasable À ne pas diffuser <input type="checkbox"/>			
Restricted to: / Limité à : <input type="checkbox"/>	Restricted to: / Limité à : <input type="checkbox"/>	Restricted to: / Limité à : <input type="checkbox"/>	
Specify country(ies): / Préciser le(s) pays :	Specify country(ies): / Préciser le(s) pays :	Specify country(ies): / Préciser le(s) pays :	
7. c) Level of information / Niveau d'information			
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>	
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>	
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>	
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>	
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>	





Contract Number / Numéro du contrat
Security Classification / Classification de sécurité UNCLAS

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité : No / Non Yes / Oui

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No / Non Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel : _____

Document Number / Numéro du document : _____

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMBLEMES			

Special comments:
Commentaires spéciaux : _____

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / Non Yes / Oui

If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? No / Non Yes / Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? No / Non Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? No / Non Yes / Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? No / Non Yes / Oui

Security Classification / Classification de sécurité UNCLAS

PART C (continued) / PARTIE C (suite)

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
 Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.
 Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	Confidential / Confidentiel	Secret	Top Secret / Très Secret	NATO Restricted / NATO Diffusion Restreinte	NATO Confidential	NATO Secret	COSMIC Top Secret / COSMIC Très Secret	Protected / Protégé			Confidential / Confidentiel	Secret	Top Secret / Très Secret
											A	B	C			
Information / Assets / Renseignements / Biens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED? No / Non Yes / Oui
 La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée.

12. b) Will the document attached to this SRCL be PROTECTED and/or CLASSIFIED? No / Non Yes / Oui
 La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

Contract Number / Numéro du contrat
Security Classification / Classification de sécurité UNCLAS

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées) Capt A. Giguere	Title - Titre Quartermaster	Signature GIGUERE, ARIANE 579	<small>Digitally signed by GIGUERE, ARIANE 579 Date: 2023.08.24 08:38:02 -04'00'</small>

Telephone no. - N° de téléphone (613) 687-5511	Facsimile - Télécopieur	E-mail address - Adresse courriel ariane.giguere@forces.gc.ca	Date 2023-08-24
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14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées) Capt G.L.M. Blake	Title - Titre Operations Officer	Signature BLAKE, GENEVIEVE 353	<small>Digitally signed by BLAKE, GENEVIEVE 353 Date: 2023.08.24 10:12:18 -04'00'</small>

Telephone no. - N° de téléphone (613) 687-5511	Facsimile - Télécopieur	E-mail address - Adresse courriel Genevieve.Blake@forces.gc.ca	Date
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15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
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16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées) Maj SH Sepa	Title - Titre OC Services Company	Signature SEPA, SYLVIA 711	<small>Digitally signed by SEPA, SYLVIA 711 Date: 2023.08.24 10:38:24 -04'00'</small>

Telephone no. - N° de téléphone (613) 687-5511	Facsimile - Télécopieur	E-mail address - Adresse courriel sylvia.sepa@forces.gc.ca	Date
--	-------------------------	--	------

17. Contracting Security Authority / Autorisé contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	

Telephone no. - N° de téléphone	Facsimile - Télécopieur	E-mail address - Adresse courriel	Date
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**ANNEX C
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".**

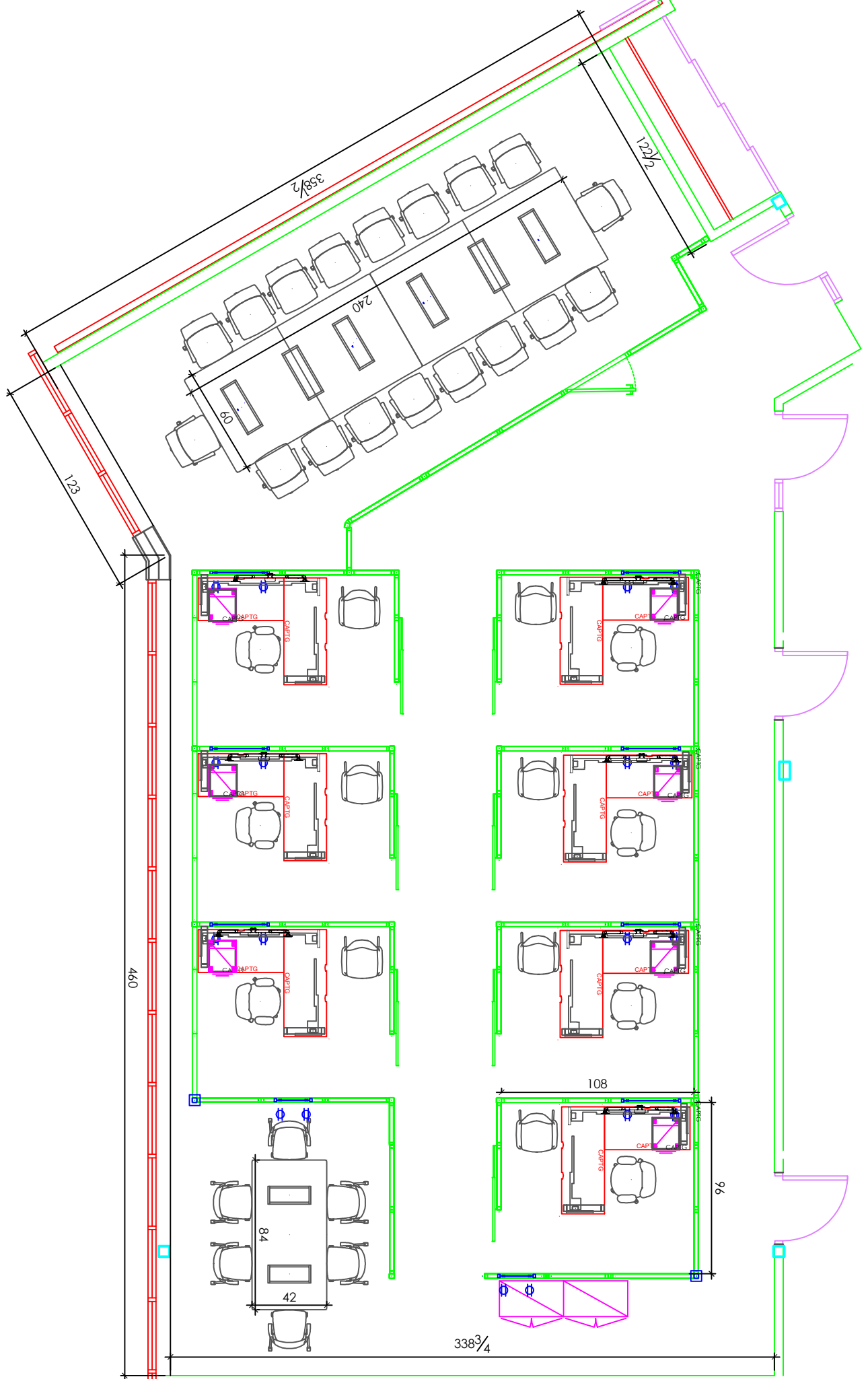
Category 1 Requirement:

1) Floor Plan(s)

See attached pdf floor plan

- 1.1 This project consists of the supply and installation of a high-quality workspace system with contemporary finishes.
- 1.2 The intent is to create seven (7) office cubicles, 1 large conference/boardroom area, and 1 small break area utilizing:
 - a. Category 1A/B interconnecting panels and dividers;
 - b. Category 2 Height Adjustable Desk and Tables;
 - c. Category 5 Ancillary Products;
 - d. Category 6 Open Area Collaborative Furniture; and
 - e. Up to 30% non-SA products.
- 1.3 Each office will feature at a minimum:
 - a. An L-Shape height-adjustable sit-stand desk system. Each desk will feature at a minimum a power module with recessed door with USB-A and USB-C charging ports, and telecom knockout;
 - b. Articulating dual monitor arms;
 - c. Laminate box/file pedestals;
 - d. Solid sliding privacy doors with clear glass windows;
 - e. High upholstery grade high-back adjustable office chairs; and
- 1.4 The Different workspaces will be divided using an interconnected panel system with internal electrical hardware. The heights of the panel system in different areas will be as follows. Fabric panels to be quoted but must have the ability to modify onsite for Glass or Whiteboard without replacing the panel frame:

- a. 34"H along the windows;
 - b. 50"H between cubicles internally;
 - c. 66"H outer perimeter of the cubicles;
 - d. 82"H around the boardroom table; and
 - e. 82"H along the back wall and around the small break table in the corner.
 - f. Top 16" of panels is clear glass, except along the room windows.
- 1.6 Conference/boardroom area will feature a 240"x60" table with optional power and multi-media module.
- 1.7 Break area will feature a 84"x42" table. Break area table may fold. A 4 door credenza will be placed around the corner as per attached PDF.
- 1.5 Power will come from the ceiling. Each cubicle will have power. Hookup will not be conducted by the bidder. Power must come from below workstation height.



**ANNEX D
ADDITIONAL SPECIFICATIONS, CERTIFICATIONS**

This Annex includes the additional Specifications, Certifications associated with NSA product forming part of the requirement.

1. Specifications

1.1 General Requirements:

- (a) All products must be new and be the manufacturer's standard product.
- (b) The Contractor is responsible for supplying all necessary hardware attachments to allow for a complete installation.
- (c) All packaging must be designed to minimize waste (e.g. bulk, reusable) and must be reused, recycled and/or recovered.

1.2 Performance Requirements:

- (a) The finished products must be stable, uniform in quality, style, material and workmanship and be clean and free from defects that may affect appearance, serviceability or safety.
- (b) External surfaces must be smooth and all edges must be clean and well finished. All surfaces must be free from sharp edges, burrs and any other hazards to safety
- (c) All components must be level and square.
- (d) All products supplied must be of high-quality and finishes will be verified upon contract award.

2. Certifications

2.1 NSA Product Conformance *(Required precedent to Issuance of a contract)*

The Supplier certifies that all the NSA products offered will conform to all specifications indicated in Annex A and D of the RFB, and meet the testing and performance requirements found at ANNEX A-1 and A-2 of the Supply Arrangement, as applicable.

Supplier's Signature

Date

NSA Product Conformance Certification *(applies after contract award)*

The Supplier warrants that the NSA Product Conformance Certification submitted by the Supplier with its bid is accurate and complete. The Supplier must keep proper records and documentation relating to the NSA product conformance and the testing requirements in this Annex, as applicable. The Supplier must not, without obtaining the prior written consent of the SAA, dispose of any such records or documentation until the expiration of the Contract or the expiry date of the Warranty, whichever is later. All such records and documentation must at all times during the retention period be open to audit, inspection and examination by the representatives of Canada, who may make copies and take extracts.

In addition, the Supplier must provide representatives of the SAA access to all locations where any part of the Work is being performed at any time during working hours. Representatives of the SAA may examine and test the Work as they see fit. The Supplier must provide all assistance and access to facilities, test pieces, samples and documentation that the representatives of the SAA may reasonably require for the carrying out of the inspection, which may also include the submission of test reporting documentation as listed in Annex A and D. The Supplier must forward such test pieces, samples and/or documentation that may also include letters of certification from the laboratories to such person or location as the representatives of the SAA specifies.