



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 9K001-S24-0117	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	

No of Page/

N° de page _____26_____

Date of Solicitation – Date de la demande

2023/09/05

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)**

Is this a Manufacturer Product Specific Procurement? No

Step 2. Competitive or Non-Competitive

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

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

For Competitive Requirements when only one bid is received:

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

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

For Non-Competitive Requirements:

The Bidder must provide the following information WITH the bid:

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

Step 3. General or PSIB (*Identified User (IU) to check the applicable box*)

For PSIB procurement: Conditional set-aside (The procurement is open to both Indigenous and non-Indigenous businesses. However, if 2 or more Indigenous businesses submit a bid, then the procurement is set aside under PSIB (only the Indigenous firms who submitted a bid would be assessed)).

Canadian Content

The Supplier should propose conforming products(s) denoted as “Canadian Content” in the Supplier’s SA. Canada may preference all bids containing products(s) with this designation.

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.

Bid Evaluation

An evaluation team composed of representatives of Canada will evaluate the bids.

RFB Issued by:	
Identified User's (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
RFB Closing - Submit Bid:	
Bids must be submitted on the date and at the time indicated below.	
By no later than date and time:	Tuesday September 26, 2023 2:00pm Easter Time (ET)
To e-mail address:	approvisionnement@dec-ced.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.	___2___ 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.		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.		Possession of security clearance(s) is required. The Contractor must meet the security clearance requirements contained in the clausing in Annex B herein.
c.	X	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:	Cecilia Phuong Thu Ho
	Title:	Procurement and contract agent
	Department/Agency/Crown Corporation:	Canada Economic Development for Quebec regions
	Address:	800 René-Lévesque West Blvd, suite 500, Montréal, Québec, H3B 1X9
	Telephone No.:	(514) 346-8484
	E-mail address:	cecilia-phuong-thu.ho@dec-ced.gc.ca
4.2	Project Authority <i>[To be completed at contract award]</i> <i>The Project Authority (PA) is the representative of the department or agency for whom the Work is being carried out under the Contract including the provision to approve the authority to proceed for delivery and installation and is responsible for all matters concerning the technical content of the Work under the Contract.</i> <i>In addition, the PA is also responsible for ensuring that the Supplier's employees and subcontractors requiring access to the site adhere to the allocated time for the Supplier to access the site to deliver and install the furniture in accordance with the master schedule held by the General Contractor (a representative of Canada or a service provider(s) under contract with the Government of Canada).</i>	
	Name:	
	Title:	
	Department/Agency/Crown Corporation:	
	Address:	
	Telephone No.:	
	E-mail address:	
4.3	Contractor's Representative	
	As set out in Annex A, Table 9 below.	
5.	Method of Payment	
	The checked box applies. If the Contractor's SA indicates acceptance for payment by credit card, that method may be used in conjunction with the following.	
	X	Single Payment
		Multiple Payment
6.	Invoicing <i>(optional)</i>	
	Further to the Invoicing terms of the WTCM document, the Contractor will deliver the original and one copy of the invoice to the following address for certification and payment:	

	Name of the organization and contact: <i>[To be completed at contract award]</i>
	Address:
7.	SACC Manual Clauses
Supplemental General Conditions:	
ID 4013 - Compliance with on-site measures, standing orders, policies, and rules apply to and form part of the Contract.	
ID 4014 - Suspension of the work apply to and form part of the Contract	

**ANNEX A
REQUIREMENT and BASIS OF PAYMENT**

-
1. IU to complete an Annex A for each category with the exception of the rules specified herein.
 2. For Tier 2 and 3 competitive requirements, Conforming Suppliers must acquire the bid solicitation document from GETS and IUs are not to identify the Conforming Suppliers in the solicitation or NPP.
-

1. Category Selection

Design Upgrade Rule:

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

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

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

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

NSA:

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

The requirement includes the following category (ies) of work

a. Category 1 – Interconnecting Panels and Freestanding Systems

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

Category 1b – Supporting components and freestanding furniture

RULE: Metal Storage

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

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

c. Category 3 – Metal Filing and Storage Cabinets

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

d. Category 4 – Wood Veneer – Freestanding Products

e. Category 5 – Ancillary and Lighting Products

f. Category 6 - Support Space – Collaborative Furniture

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

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

g. NSA Product(s) – Category(ies): ___6_____

2. Product and Pricing Tables

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


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



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



In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.



Product Category(ies): 6


Table 1 – Product Table

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID		
#	GoCUID	Description of Product <i>(Additional product details may be inserted, if required as per 6B. 4.1 of the SA)</i>	QTY	** Provide additional Information Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
1	6SBBTHXXLUW5G19LMYN (Item #70)	<p>Banquette with Backrest Bolster, 3-seater</p> <p>Must include high privacy screens on the back of each of the pieces. Must also provide a minimum of 1 duplex outlet mounted at the base of each piece which can easily be accessible by the user. Two (x2) B1 pieces must gang together via an additional matching high privacy screen (from the same company, line, and finish) to create a stand-alone booth. Same for the other two B1 pieces.</p> <p>Tag: B1</p> 	4	<i>To be installed on the 5th floor, Section B – Area 3</i>			
		<p>High privacy screens</p> <p>Must be installed with B1 banquette to create a stand-alone booth. Must also be from the same company, line and finish as B1 banquette.</p>	2	<i>To be installed on the 5th floor, Section B – Area 3</i>			
2	6SBBTHXXLUW5G19LMYN (Item #70)	<p>Banquette with backrest bolster, 3-seater</p> <p>To create a diverse design layout in our space a different company and/or line can be used for this piece.</p> <p>Must include high privacy screen on the back of the piece. Must also provide a minimum of 1 duplex outlet mounted at the base of the piece which can easily be accessible by the user. This piece</p>	1	<i>To be installed on the 6th floor, Section A – Area 2</i>			

		<p>(B2) must gang together with matching (company, line, and finish) B7 and B10 pieces to form an "L" shape sectional seating area.</p> <p>Tag: B2</p> 				
3	6SBATHXXLUW5G19LMYN (Item #86)	<p>Banquette without backrest bolster, 3-seater</p> <p>The back high privacy screens should have a maximum height from floor of 50 inches since two bar height tables (44 inches) will be set up behind the screens for users work from. Must also provide a minimum of 2 duplex outlets mounted at the base of each of the pieces which can easily be accessible by the user. Both B3 pieces will be gang together to form a large sofa like seating area.</p> <p>Tag: B3</p> 	2	<i>To be installed on the 5th floor, Section B – Area 2</i>		
4	6SLCWAXXWUXXXXMXXX (Item #98)	<p>Lounge Chairs</p> <p>Tag: B4</p>	2	<i>To be installed on the 6th floor, Section A – Area 3</i>		
5	6SBATWXXLUW3G19LMNN (Item #56)	<p>Banquette without backrest bolster, 2-seater</p> <p>Similar to GoCUID # 6SBATWXXLUW3G19MNN, but must measure 60 inches in width to meet the space requirements. Must also provide a minimum of 1</p>	3	<i>To be installed on the 5th floor, Section B – Area 1</i>		

		<p>duplex outlet mounted at the base of each of the pieces which can easily be accessible by the user. All B5 pieces plus matching (company, line, and finish) B6 piece must gang together to create an "L" shape sectional seating area.</p> <p>Tag: B5</p> 				
6	6SMPRBXXLU25G19LYNN (Item #125)	<p>Modular Benching with Power/Data Side Table</p> <p>Similar to GoCUID # SMPRBXXLU25G19LYNN, this corner square bench to be gang between two (x2) B5 pieces on one side and one (x1) B5 piece on an adjacent side to create an "L" shape sectional seating area. B6 must match the company, line, and finish of the B5 pieces.</p> <p>Tag: B6</p> 	1	<i>To be installed on the 5th floor, Section B – Area 1</i>		
7	6SMPRBXXLU25G19LYNN (Item #125)	<p>Modular Benching with Power/Data Side Table</p> <p>To create a diverse design layout in our space a different company and/or line can be used for this piece.</p> <p>Similar to GoCUID # SMPRBXXLU25G19LYNN, this corner square bench to be gang between B2 and B10 on two of its adjacent sides to create an "L" shape sectional seating area. B2 and B10 must match the company, line, and finish of the B7 piece.</p> <p>Tag: B7</p>	1	<i>To be installed on the 6th floor, Section A – Area 2</i>		

							
8	6SUOPRXXLUXXXXXLNNN (Item #112)	Upholstered Ottoman Tag: B8	2	<i>To be installed on the 6th floor, Section A – Area 3</i>			
9	6SLCWAXXFUXXXXXMXXX (Item #97)	Lounge Chairs Tag: B9	2	<i>To be installed on the 5th floor, Section B – Area 2</i>			
10	6SBBTWXXLUW3G19LMYN (Item #38)	Banquette with Backrest Bolster, 2-seater Must include privacy screen on the back of the piece. Must also provide a minimum of 1 duplex outlet mounted at the base of the seat which can easily be accessible by the user. This piece (B10) must gang together with matching (company, line, and finishes) B7 and B2 pieces to form an “L” shape sectional seating area. Tag: B10	1	<i>To be installed on the 6th floor, Section A – Area 2</i>			
							
11	6SBATHXXLUW5G19LMYY (Item #85)	Banquette without backrest bolster, 3-seater Must include privacy screens on the back. Armrest to be installed on the left side only. Must also provide a minimum of 1 duplex outlet mounted at the base of the piece which can easily be accessible by the user. This piece (B11) must gang together with matching (company, line, and	1	<i>To be installed on the 6th floor, Section A – Area 3</i>			

		finish) B12 piece to create a corner sectional seating area. Tag: B11					
12	6SBATHXXLUW5G19LMYY (Item #85)	Banquette without backrest bolster, 3-seater Must include privacy screens on the back. Armrest to be installed on the right side only. Must also provide a minimum of 1 duplex outlet mounted at the base of the piece which can easily be accessible by the user. This piece (B11) must gang together with matching (company, line, and finish) B12 piece to create a corner sectional seating area. Tag: B12	1	<i>To be installed on the 6th floor, Section A – Area 3</i>			
13	6SLCOAXXFUXXXXMXXX (Item #99)	Lounge Chairs Tag: B13	1	<i>To be installed on the 5th floor, Section B – Area 1</i>			
14	6MMTMDREOL30L72WYNX (Item #35)	Meeting Tables Similar to 6MMTMDREOL30L72WYNX, but require pedestal like supports as this table is being used between B1 pieces and B2 pieces as booths. The user must easily be able to get in and out of the booth without the table supports getting in the way. One of these tables requires the type of supports that would allow a user with reduced mobility to use the shorter edge of the table. Tag: T1 	2	<i>To be installed on the 5th floor, Section B – Area 3</i>			
15	6CNTCHREGLW8606UYXX (Item # 493)	Narrow side tables Similar to 6CNTCHREGLW8606UYXX, but must be 20 inches deep, 60-66 inches in length and 42 inches high to allow two users to easily use	2	<i>To be installed on the 6th floor, Section A – Area #2</i>			


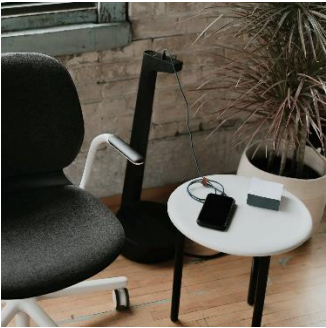
		<p>their laptops and other IT equipment at the same time. The table must also be able to accommodate two bar height stools/chairs with or without armrests. Must also provide a minimum of 1 surface mounted or built-in electrical module with 1 duplex outlet.</p> <p>Tag: T2</p>				
16	6CNTCHRTGLW8606UYXX (Item # 496)	<p>Narrow side tables</p> <p>Similar to 6CNTCHRTGLW8606UYXX, but must be 18 inches deep, 72 inches in length (to match the size of the two banquettes - B3) and 42 inches high. The table must also be able to accommodate two bar height stools/chairs with or without armrests. No power / data required for these tables.</p> <p>Tag: T3</p>	2	<i>To be installed on the 5th floor, Section B – Area #2</i>		
17	6CLTVAREXLW7<36ONXX (Item # 482)	<p>Laptop tables</p> <p>Similar to 6CLTVAREXLW7<36ONXX, but table support must not be centered under the surface. User must easily be able to use a laptop in a seated position from any type of soft seating.</p> <p>Tag: T4</p>	4	<i>To be installed on the 5th floor, Section B – Area #2</i>		
18	6CLTVARZXLW7<36ONXX (Item # 484)	<p>Laptop tables</p> <p>Similar to 6CLTVARZXLW7<36ONXX, but table support must not be centered under the surface. User must easily be able to use a laptop in a seated position from any type of soft seating.</p> <p>Tag: T5</p>	6	<i>To be installed on the 5th floor, Section B – Area #1 and the 6th floor, Section A – Area #2 and #3</i>		
19	6MTRXTRECL30L60WYYY (Item # 1229)	<p>Training Tables</p> <p>Must also provide 1 surface mounted or built-in electrical module with 2 duplex and 4 data outlets in each table.</p> <p>Tag: T6</p>	6	<i>To be installed on the 5th floor, Section E</i>		
20	6CCTVARELS20L48JNXX (Item # 42)	<p>Coffee table</p> <p>Tag: T7</p>	2	<i>To be installed on the 6th floor,</i>		





				<i>Section A – Area #2 and #3</i>			
21	6CCMVAROPL30XXXTNXX (Item # 337)	Collaborative meeting table Description: Round working table Tag: T8	1	<i>To be installed on the 6th floor, Section A – Area #2</i>			
22	6CSTVAROLA18XXXJNXX (Item # 300)	Side table Description: Small round side table. Tag: T9	3	<i>To be installed on the 5th floor, Section B – Area 2 and 6th floor, Section A – Area #3</i>			
23	6CSTVAROLA24XXXJNXX (Item # 302)	Side table Description: Medium round side table. Tag: T10	2	<i>To be installed on the 5th floor, Section B – Area 2 and 6th floor, Section A – Area #3</i>			
24	6CNTLHRTLW8606NYXX (Item # 489)	Narrow side table These tables must be coffee table height and the longest possible to fit the space properly. Tag: T11	2	<i>To be installed on the 5th floor, Section B – Area 1 and 2</i>			
23	6MMTMDRTOW30L72WYNX (Item # 431)	Meeting Tables Tag: T12	1	<i>To be installed on the 6th floor Section A – Area 4</i>			
24	6LWBFPWSXXXXXXXXNXX (Item #132)	Free standing mobile white boards Tag: W1	2	<i>To be installed on the 6th floor Section A – Area 1 and 4</i>			
25	6KBSBHxxSY15XXXRONX (Item #36)	Kitchenette seating Must fit under 42" high tables (T2). Tag: K1	4	<i>To be installed on the 6th floor Section A – Area 2</i>			
26	6KBSBHxxSP15XXXRONX (Item #28)	Kitchenette seating Must fit under 42" high tables (T3).	4	<i>To be installed on the 5th floor</i>			



		Tag: K2		Section B – Area 2			
				Yes or No		\$	\$

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

NSA products (must not exceed 30% of the firm quantity by category)
 The Supplier signs, and certifies that all the NSA products offered will conform to all specifications and meet the testing requirements detailed at Annex D.

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID		
#	NSA Product(s) Description	QTY	** Provide additional Informatio n Yes/No	Supplier Part Number	Firm Unit Price \$	Extended Total [Qty x Price] \$
1	<p>Acoustic panels Dimensions : Approximately 72"-84" x 30"-42" Colour or finish : light coloured PATTERN : circles Type of installation : hanging from suspended ceiling</p> 	9	Yes or No		\$	\$
2	<p>Power hub modules</p> 	5				
3	<p>Teknion – Kiosk Mobile cart - plants</p>	2 Plants AND 1 Gallery				

	 <p>Mobile cart – gallery</p> 					
<p>4</p>	<p>6th floor – AREA 1 meeting table and chairs</p> <p>Option One: Nice round table with wood element and new chairs Teknion – Bevy table and Clip Chairs</p>   <p>Option 2: Large square working table with benches Teknion – Zones table and benches</p>	<p>1 Table</p> <p>6 Chairs</p> <p>OR</p> <p>1 Table</p> <p>4 Benches</p>	<p><i>Yes or No</i></p>		<p>\$</p>	<p>\$</p>

	 <p data-bbox="435 747 781 772">Zones both populates and pollinates a space. A Workhub Table and Arc Floor Lamp. upStage systems with integrated Caxtron LED and Desk Edge Screens. Think</p>					
<p>5</p>	<p>6th floor – AREA 4 meeting table and chairs Haworth – Immerse – Racetrack for 6</p> 	<p>1 Table 6 Chairs</p>				
<p>6</p>	<p>5th floor – AREA 2 High top table Tag 3: Immerse table Haworth</p>	<p>2</p>				

						
Add more rows if necessary.				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	800, boul. René-Lévesque Ouest, suite 500, Montréal, Québec, H3B 1X9	2024-01-26	[Outside Normal]	_____ : weeks <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5</p> <p>**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized delivery date taking into consideration the delivery time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.</p> <p><i>Add more rows if necessary.</i></p>				Delivery Total:	\$

Table 3 – Installation

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID	
Product Item # from Table 1	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will install as per below**	Firm Lot Price \$
1	800, boul. René-Lévesque Ouest, suite 500, Montréal, Québec, H3B 1X9	2024-01-26	[Outside Normal]	_____ : weeks from date of supply and delivery <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$
<p>*Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5</p> <p>**The Project Authority (PA) will provide the supplier the authority to proceed prior to the finalized installation date taking into consideration the installation time provided by the supplier. Canada will not be responsible if the supplier chooses to proceed without the PA authorization.</p> <p><i>Add more rows if necessary.</i></p>				Installation Total:	\$

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></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	800 boul. René-Levesque Ouest, Montréal (Québec) H3B 1X9
B	Dock	Yes, maximum weight of ten (10) tons and maximum height of 11’9” for truck
C	Lift	Does not exist – The truck needs a removable ramp/deck
D	Door	98” by 35” H x W
E	Freight Elevator	Yes, Ground floor
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	Hardware Total as per article 1.5 of Annex A-1 of SA <i>(if Applicable)</i>	\$
5	Total Evaluated (Bid) Price* (1 + 2 + 3 + 4) <i>[to be removed at contract award]</i>	\$
6	Contract Price(1 + 2 + 3 + 4): <i>[applicable at contract award only]</i>	\$
7	Applicable Tax(es): <i>[applicable at contract award only]</i>	\$
8	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**

C. There is no security requirement associated with this contract.

**ANNEX C
FLOOR PLAN(S)**

****Refer to document **floor plans section A-B-E** in PDF format*

**ANNEX D
ADDITIONAL SPECIFICATIONS, CERTIFICATIONS**

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

1. Specifications

None

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.

CONTRACT FIRST PAGE

IU may use this page as page one at contract award. Attach Section 2 of the RFB including Annex A and, if applicable Annex B and C.



Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

PURCHASING OFFICE - BUREAU DES ACHATS

CONTRACT – CONTRAT

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

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

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

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

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

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

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

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

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

Modified by Furniture Division April 2022

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