



Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

No of Page/

N° de page

23

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/C.

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/C.

Solicitation No. - N° de la demande	Amendment No. - N° de modification
100024893	3
Supplier SA No. - N° de l'AMA de fournisseur :	
E60PQ-140003/C	

Solicitation closes – La demande prend fin :	File No. - N° de dossier
January 18, 2024	
at – à See Section 1	
Voir Section 1	
on – le See Section 1	
Voir Section 1	

Date of Solicitation – Date de la demande

December 19, 2023

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/C. 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 C;
 - 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.

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:	[January 18, 2024] [14:00] [EST]
To e-mail address:	NC-SOLICITATIONS-GD@hrsdc-rhdcc.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.	<u> 3 </u> business days

SECTION 2 - RESULTING CONTRACT CLAUSES

1.	Terms and Conditions of the Contract	
	The terms and conditions of Parts 6B and 6C of the Supplier's SA within the series E60PQ-140003/PQ apply to and form part of this Contract.	
2.	Security Requirement (the checked article applies)	
2.1	The applicable security requirement(s) is (are) set out in the Security Requirement Check List attached as Annex B of this contract. The Contractor must fulfill the security requirements by meeting the terms below.	
a.	<input type="checkbox"/>	Contractor may be escorted; possession of security clearance not required. Contractor personnel MAY NOT ENTER NOR PERFORM WORK ON sites where PROTECTED or CLASSIFIED information or assets are kept, without an escort provided by the department or agency for which the work is being performed.
b.	<input checked="" type="checkbox"/>	Possession of security clearance(s) is required. The Contractor must meet the security clearance requirements contained in the clausing in Annex B herein.
c.	<input type="checkbox"/>	There is no security requirement associated with this contract.
3.	Requirement	
3.1	The Contractor must perform the Work listed in Annex A herein.	
4.	Authorities	
4.1	Contracting Authority (IU)	
	Name:	Azlyn Roslan
	Title:	Procurement Specialist
	Department/Agency/Crown Corporation:	Employment and Social Development Canada
	Address:	140 Promenade du Portage, Gatineau, QC
	Telephone No.:	[To be completed at contract award]
	E-mail address:	NC-SOLICITATIONS-GD@hrsdc-rhdcc.gc.ca
4.2	Project Authority [To be completed at contract award] <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.	
	<input type="checkbox"/>	Single Payment
	<input checked="" type="checkbox"/>	Multiple Payment
6.	Invoicing	
	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: [To be completed at contract award]	
	Address: [To be completed at contract award]	

**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) – Categories: N/A

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 5 and 6. **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 Categories: 1a & 2

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							
1	No GoCUID	<p>Seated Privacy Height Add On</p> <p>Power: Non-Powered Lower Element 1: Fabric Lower Element 2: Fabric Upper Element 1: Frosted Glazed (includes frame and glazing) Width: 914mm (36in) Height: 54” panels</p> <p>*Contractor to provide a light-gray modern colour scheme, illustration of the colours, 3D illustration of finished panel system or mock-ups, product details, descriptions, quantities, and prices.</p> <p>Height of Panels: Anywhere from 49”H to 54”H total, which includes the glass-toppers, however the vendor wishes to achieve that height. That will be for 12x 36”W panels and 4x 54”W panels.</p>	12	Yes		\$	\$
2	No GoCUID	<p>Seated Privacy Height Add On</p> <p>Power: Non-Powered Lower Element 1: Fabric Lower Element 2: Fabric Upper Element 1: Fabric Upper Element 2: Fabric Width: 914mm (36in) Height: 54” panels</p> <p>*Contractor to provide a light-gray modern colour scheme, illustration of the colours, 3D illustration of finished panel system or mock-ups, product details, descriptions, quantities, and prices.</p>	4	Yes		\$	\$

		Height of Panels: 66 inches. This shall include the toppers chosen and supplied by the vendor however they choose to achieve the 66" height panels.					
3	No GoCUID	Seated Privacy Height Add On Power: Non-Powered Lower Element 1: Fabric Lower Element 2: Fabric Upper Element 1: Frosted Glazed (includes frame and galzing) Width: 1067mm (42in) Height: 54" panels *Contractor to provide a light-gray modern colour scheme, illustration of the colours, 3D illustration of finished panel system or mock-ups, product details, descriptions, quantities, and prices. Height of Panels: 66 inches. This shall include the toppers chosen and supplied by the vendor however they choose to achieve the 66" height panels.	7	Yes		\$	\$
4	No GoCUID	Seated Privacy Height Add On Power: Non-Powered Lower Element 1: Plastic Laminate Lower Element 2: Fabric Upper Element 1: Fabric Upper Element 2: Fabric Width: 1524mm (60in) Height: 54" panels *Contractor to provide a light-gray modern colour scheme, illustration of the colours, 3D illustration of finished panel system or mock-ups, product details, descriptions, quantities, and prices. Height of Panels: 66 inches. This shall include the toppers chosen and supplied by the vendor however they choose to achieve the 66" height panels.	3	Yes		\$	\$
5	No GoCUID	Seated Privacy Height Add On Power: Powered Outlet	6	Yes		\$	\$

		<p>Lower Element 1: Fabric Lower Element 2: Fabric Upper Element 1: Fabric Upper Element 2: Fabric Width: 1372mm (54in) Height: 54" panels</p> <p>*Contractor to provide a light-gray modern colour scheme, illustration of the colours, 3D illustration of finished panel system or mock-ups, product details, descriptions, quantities, and prices.</p> <p>2 Panels having the height of: 66 inches. This shall include the toppers chosen and supplied by the vendor however they choose to achieve the 66" height panels.</p> <p>4 panels having the height of anywhere from 49"H to 54"H total, which includes the glass-toppers, however the vendor wishes to achieve that height. That will be for 12x 36"W panels and 4x 54"W panels.</p>					
6	No GoCUID	<p>Seated Privacy Height Add On</p> <p>Power: Powered Outlet Lower Element 1: Plastic Laminate Lower Element 2: Fabric Upper Element 1: Fabric Upper Element 2: Fabric Width: 914mm (36in) Height: 54" panels</p> <p>*Contractor to provide a light-gray modern colour scheme, illustration of the colours, 3D illustration of finished panel system or mock-ups, product details, descriptions, quantities, and prices.</p> <p>Height of Panels: 66 inches. This shall include the toppers chosen and supplied by the vendor however they choose to achieve the 66" height panels.</p>	1	Yes		\$	\$
7	No GoCUID	<p>Seated Privacy Height Add On</p>	3	Yes		\$	\$

		<p>Power: Non-Powered Lower Element 1: Plastic Laminate Lower Element 2: Fabric Upper Element 1: Fabric Upper Element 2: Fabric Width: 610mm (24in) Height: 54" panels</p> <p>*Contractor to provide a light-gray modern colour scheme, illustration of the colours, 3D illustration of finished panel system or mock-ups, product details, descriptions, quantities, and prices.</p> <p>Height of Panels: 66 inches. This shall include the toppers chosen and supplied by the vendor however they choose to achieve the 66" height panels.</p>					
Category 2							
8	2WSSREXXL24L72BELXX	<p>Individual Height Adjustable Work Surfaces</p> <p>Type of product: Sit Stand Shape: Rectangular Support: NA Finishes: Laminate Dimensions: L72xW24xH23to 48.7 Controls: Electric Privacy Screen: NA Tabletop Color: Pure-white Base/Frame color: Light grey</p> <p>*The 24" x 72" electric sit-stand desks forms part of the L-shape form workstation. Refer to floor plan for placement.</p>	3	Yes		\$	\$
9	2WSSREXXL30L66BELXX	<p>Individual Height Adjustable Work Surfaces</p> <p>Type of product: Sit Stand Shape: Rectangular Support: NA Finishes: Laminate Dimensions: L66xW30xH23to 48.7 Controls: Electric Privacy Screen: NA Tabletop Color: Pure-white Base/Frame color: Light grey</p>	1	Yes		\$	\$
10	2WSSREXXL36L54BELXX	<p>Individual Height Adjustable Work Surfaces</p> <p>Type of product: Sit Stand Shape: Rectangular</p>	3	Yes		\$	\$

		Support: NA Finishes: Laminate Dimensions: L54xW36xH23to 48.7 Controls: Electric Privacy Screen: NA Tabletop Color: Pure-white Base/Frame color: Light grey					
11	2WSSREXXL36L60BELXX	Individual Height Adjustable Work Surfaces Type of product: Sit Stand Shape: Rectangular Support: NA Finishes: Laminate Dimensions: L60xW36xH23to 48.7 Controls: Electric Privacy Screen: NA Tabletop Color: Pure-white Base/Frame color: Light grey * One 36" x 60" electric sit-stand desk to be installed and placed separately in a private room in the front-end. Contractor to include a front modesty for the 36" x 60" electric sit-stand desk.	1	Yes		\$	\$

****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] \$
Category 2						
12	Modesty panel (for item #9) Contractor to include a left end modesty for the 30" x 66" electric sit-stand desk.	1	Yes		\$	\$
13	Modesty panels (for item #10) The 36" x 54" electric sit-stand desks to be installed with a modesty on the front (facing our Canadian clients). Refer to floorplan for placement.	3	Yes		\$	\$

	Product Total	\$
--	---------------	----

Table 2 – Delivery

Section A - IU REQUIREMENT				Section B – SUPPLIER’S BID	
Product Item # from Table 1	Location	Desired Date** (YYYY-MM-DD)	Desired Time: Normal Business Hours Or Outside Normal Business Hours *	Supplier will supply and deliver as per below**	Firm Lot Price \$
CAT 1 & 2; Items # 1 to 11	Chahko Mika Mall Service Canada Centre 1125 Lakeside Drive, Main Floor Nelson, BC V1L5Z3 <u>Site Contact:</u> Kal Thendal 1-250-505-1420 kal.thendal@servicecanada.gc.ca <u>Scheduling:</u> Kevin Cheng 1-236-339-6107 kevin.cheng@hrsdcc-rhdcc.gc.ca	Estimated to be around April 29 to May 3, 2024 *The exact delivery date is subject to later change and will be communicated by the project authority.	Normal Business Hours 8:00 am to 4:30 pm preferred <i>*If target timeframe cannot be reached, weekends only will be required. Weekend hours flexible</i>	_____ : 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 **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.				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 supply and deliver as per below**	Firm Lot Price \$
CAT 1 & 2; Items # 1 to 11	Chahko Mika Mall Service Canada Centre 1125 Lakeside Drive, Main Floor Nelson, BC V1L5Z3 <u>Site Contact:</u> Kal Thendal 1-250-505-1420 kal.thendal@servicecanada.gc.ca <u>Scheduling:</u> Kevin Cheng 1-236-339-6107	Estimated to be around April 29 to May 3, 2024 *The exact delivery date is subject to later change and will be communicated by the project authority.	Normal Business Hours 8:00 am to 4:30 pm preferred <i>*If target timeframe cannot be reached, weekends only will be required. Weekend hours flexible</i>	_____ : weeks <i>Standard Lead time is between 6-10 weeks for furniture delivery and installation.</i>	\$

	kevin.cheng@hrsdcc.gc.ca				
<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>Delivery Total:</p>	<p>\$</p>

Table 4 – 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</p> <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	<p>Chahko Mika Mall Service Canada Centre 1125 Lakeside Drive, Main Floor Nelson, BC V1L5Z3</p>
B	Dock	No
C	Lift	All Ground Level
D	Door	<p>Double doors in the back of the building, with ample space for a truck to park near the doors. Entrance to the office is in the mall.</p>
E	Freight Elevator	Ground-level pathway
F	Elevator	Ground-level pathway
G	Other (specify, if any)	<p>Unloading: Double door back access of the mall available with ample parking space.</p> <p>Back of Mall</p>



Back of Mall (SaveOnFoods side)



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 5 - 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 (6 + 7): <i>[applicable at contract award only]</i>	\$

* Applicable taxes extra.

Table 6 – Bidder’s Authorized Representative

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

**ANNEX B
FOOR PLAN(S)****INSTRUCTIONS TO BIDDERS:**

For Category 1a products, the Bidders must provide:

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

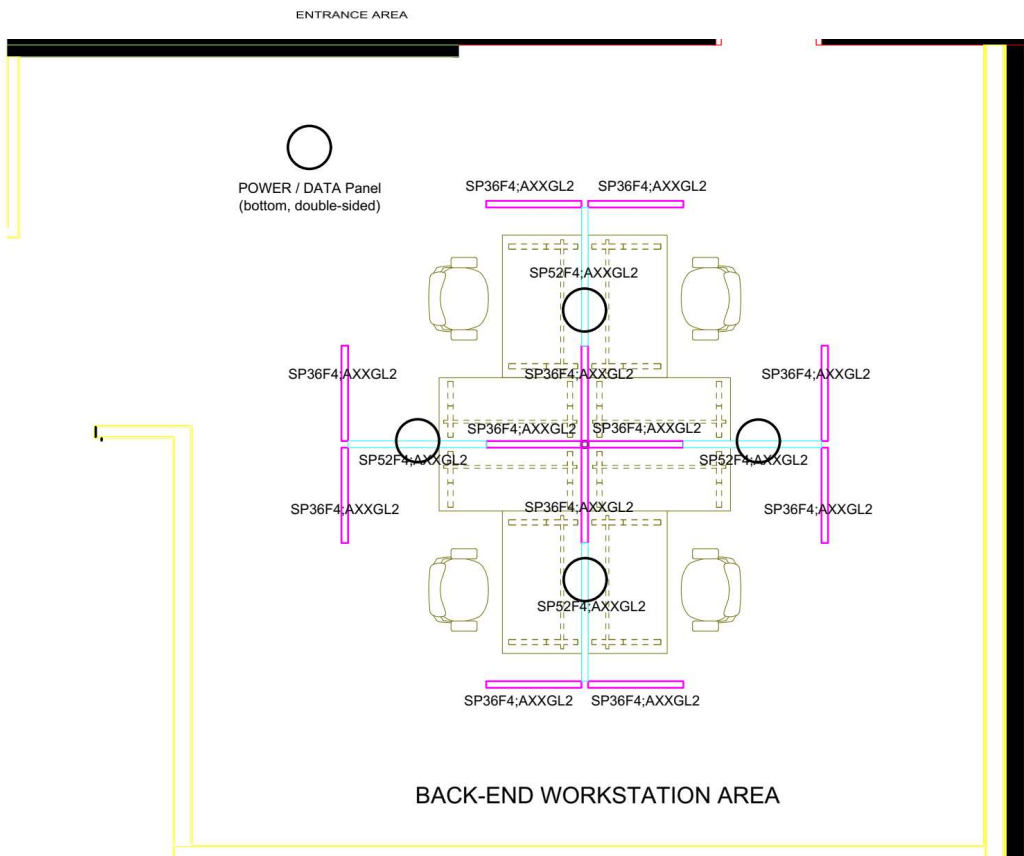
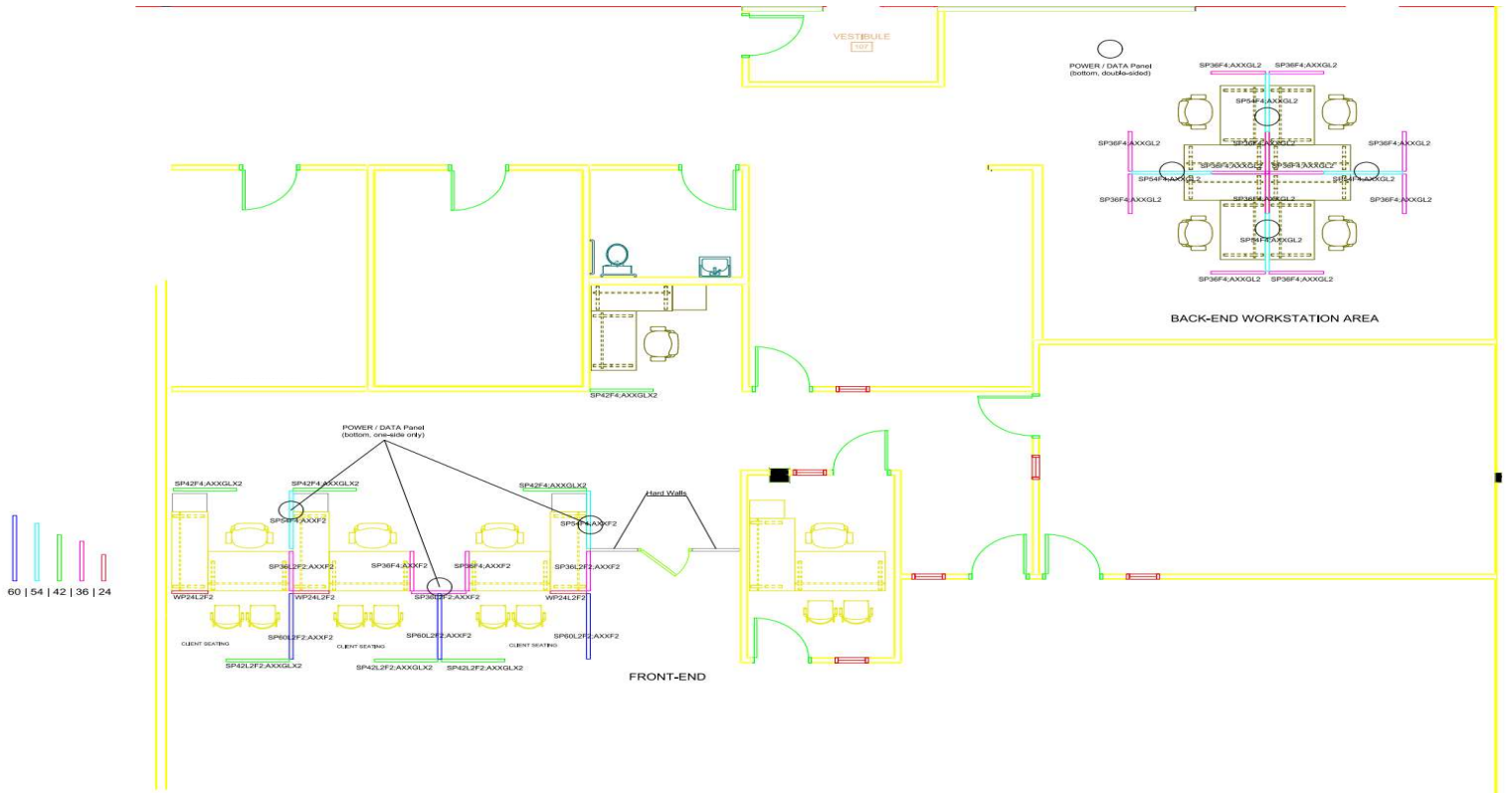
***** Products from categories other than Category 1a shown on floor plan are for information purposes only*****

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

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

Category 1a Requirement:**1) Floor Plan(s) and Panel Details:**

Contractor to suggest where to install a PAC POLE.



2) **Panel Matrix**

Vendor to provide visual illustrations on how the panel system will look like.

PANEL MATRIX

WORKSURFACE PRIVACY ADD-ON / PANNEAUX ADDITIONNELS POUR INTIMITÉ À LA SURFACE DE TRAVAIL (42" - 48")

CUSTOM / SUR MESURE (24"h)

WPXXF4

Upper element 1 Élément supérieur	Upper element 2 Élément supérieur
Fabric / Tissu	Fabric / Tissu
Lower element 1 Élément inférieur	Lower element 2 Élément inférieur
Fabric / Tissu	Fabric / Tissu

CXXP1L1

Lower element 1 Élément inférieur	Lower element 2 Élément inférieur
Laminate / Laminié	Fabric + power and data / Tissu + prises électriques et data

SEATED PRIVACY HEIGHT / PANNEAUX ADDITIONNELS POUR INTIMITÉ EN POSITION ASSISE (50" - 54")

SPXXF4

Upper element 1 Élément supérieur	Upper element 2 Élément supérieur
Fabric / Tissu	Fabric / Tissu
Lower element 1 Élément inférieur	Lower element 2 Élément inférieur
Fabric / Tissu	Fabric / Tissu

SPXXP2F2

Upper element 1 Élément supérieur	Upper element 2 Élément supérieur
Fabric / Tissu	Fabric / Tissu
Lower element 1 Élément inférieur	Lower element 2 Élément inférieur
Fabric + power and data / Tissu + prises électriques et data	Fabric + power and data / Tissu + prises électriques et data

SPXXP1F3

Upper element 1 Élément supérieur	Upper element 2 Élément supérieur
Fabric / Tissu	Fabric / Tissu
Lower element 1 Élément inférieur	Lower element 2 Élément inférieur
Fabric / Tissu	Fabric + power and data / Tissu + prises électriques et data

SPXXAF3R1

Upper element 1 Élément supérieur	Upper element 2 Élément supérieur
Accessory rail / Rail accessoire	Fabric / Tissu
Lower element 1 Élément inférieur	Lower element 2 Élément inférieur
Fabric / Tissu	Fabric / Tissu

SPXXAF2R2

Upper element 1 Élément supérieur	Upper element 2 Élément supérieur
Accessory rail / Rail accessoire	Accessory rail / Rail accessoire
Lower element 1 Élément inférieur	Lower element 2 Élément inférieur
Fabric / Tissu	Fabric / Tissu

SPXXL2F2

Upper element 1 Élément supérieur	Upper element 2 Élément supérieur
Fabric / Tissu	Fabric / Tissu
Lower element 1 Élément inférieur	Lower element 2 Élément inférieur
Laminate / Laminié	Laminate / Laminié

SPXXL1P1F2

Upper element 1 Élément supérieur	Upper element 2 Élément supérieur
Fabric / Tissu	Fabric / Tissu
Lower element 1 Élément inférieur	Lower element 2 Élément inférieur
Laminate / Laminié	Fabric + power and data / Tissu + prises électriques et data

INTEGRATED ADD-ON (To be integrated with SEATED PRIVACY HEIGHT to achieve 64" to 66" high)

PANNEAUX ADDITIONNELS POUR INTIMITÉ (À être intégrés aux PANNEAUX ADDITIONNELS POUR INTIMITÉ EN POSITION ASSISE pour obtenir une hauteur de 64" à 66" de haut)

AXXF2

Add-on 1 / Ajout 1	Add-on 2 / Ajout 2
Fabric / Tissu	Fabric / Tissu

AXXAR1F1

Add-on 1 / Ajout 1	Add-on 2 / Ajout 2
Accessory rail / Rail accessoire	Fabric / Tissu

AXXAR2

Add-on 1 / Ajout 1	Add-on 2 / Ajout 2
Accessory rail / Rail accessoire	Accessory rail / Rail accessoire

AXXGL

Add-on 1 / Ajout 1	Add-on 2 / Ajout 2
Clear / Clair	Clear / Clair

AXXGLX

Add-on 1 / Ajout 1	Add-on 2 / Ajout 2
Frosted / Givré	Frosted / Givré

**ANNEX C
SECURITY REQUIREMENTS**

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

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to sensitive site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
4. The Contractor must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), below;
 - b) *Contract Security Manual* (Latest Edition).



Contract Number / Numéro du contrat 0100024893
Security Classification / Classification de sécurité

**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 ESDC		2. Branch or Directorate / Direction générale ou Direction CFOB - RPAM
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 panels and service stations at a functioning SCC after hours		
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 type="checkbox"/> No / Non <input checked="" 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 commerciale 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 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 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"/>

Security Classification / Classification de sécurité
--





Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

0100024893

Security Classification / Classification de sécurité

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? No / Non Yes / Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

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 checked="" 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 EMPLACEMENTS | | | |

Special comments:

Commentaires spéciaux : The vendor will be under ESDC escort at all times while in ESDC secure space

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

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

Canada



Contract Number / Numéro du contrat 0100024893
Security Classification / Classification de sécurité

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	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
				CONFIDENTIEL		TRES SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL		COSMIC TOP SECRET	COSMIC TRES SECRET	A	B	C	CONFIDENTIEL	
Information / Assets Renseignements / Biens																
Production																
IT Media / Support TI																
IT Link / Lien électronique																

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

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 « Classification de sécurité » au haut et au bas du formulaire.

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

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 0100024893
Security Classification / Classification de sécurité

PART D - AUTHORIZATION / PARTIE D - AUTORISATION				
13. Organization Project Authority / Chargé de projet de l'organisme				
Name (print) - Nom (en lettres moulées) Kevin Cheng		Title - Titre Project Officer		Signature Cheng, Kevin <small>Digitally signed by Cheng, Kevin DN: c=CA, o=GC, ou=HRSDC-RHDCC, cn=Cheng, Kevin Reason: I am approving this document Location: Date: 2023.11.01 08:43:05-0700 Full PDF Editor Version: 13.0.0</small>
Telephone No. - N° de téléphone 236-339-6107	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel kevin.cheng@hrsdc-rhdcc.gc.ca	Date 2023-10-26	
14. Organization Security Authority / Responsable de la sécurité de l'organisme				
Name (print) - Nom (en lettres moulées) Ricky Dagan-Skedd		Title - Titre Senior Manager, IIS		Signature DaganSkeddd, Ricky <small>Digitally signed by DaganSkeddd, Ricky Date: 2023.11.14 15:46:29 -08'00'</small>
Telephone No. - N° de téléphone 604.707.9525	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel ricky.daganskedd@servicecanada.gc.ca	Date Date: 2023.11.14 15:46:29 -08'00'	
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 type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui				
16. Procurement Officer / Agent d'approvisionnement				
Name (print) - Nom (en lettres moulées) Azlyn Roslan		Title - Titre Procurement Specialist		Signature Roslan, Azlyn <small>Digitally signed by Roslan, Azlyn DN: c=CA, o=GC, ou=HRSDC-RHDCC, cn=Roslan, Azlyn Reason: I am the author of this document Location: Date: 2023.12.11 06:49:25-05'00' Full PDF Editor Version: 13.0.1</small>
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel azlyn.roslan@hrsdc-rhdcc.gc.ca	Date	
17. Contracting Security Authority / Autorité contractante en matière de sécurité				
Alexandra Silva Contract Security Officer alexandra.silva@tpsgc-pwgsc.gc.ca		Title - Titre		Signature Silva, Alexandra <small>Digitally signed by Silva, Alexandra Date: 2023.12.07 10:58:52 -05'00'</small>
		télécopieur	E-mail address - Adresse courriel	Date