

**6A.12.1 Supplier's Representatives - General**

1. The Supplier's representatives listed below must be available to Canada at all times during normal business hours to carry out the responsibilities listed below.
2. Information from the Supplier's arrangement will be added by the SAA to the table below upon issuance of the SA.

A	<b>For General Inquiries</b> regarding the Supply Arrangement, how to contact Authorized Dealers (if any), etc.  Nua Office  73 Breezehill Ave. N, Suite 2, Ottawa, ON K1Y 2H6	
	Name: Diba Mady	
	Telephone No.:	450-510-4610 x 402
	E-mail:	diba.mady@nuaoffice.com
B	<b>For Receiving Bid Solicitations pursuant</b> to the resulting Supply Arrangement (only this contact will be used by Users): Please refer to the Furniture Website for Contact Names. <a href="http://www.nuaoffice.com">www.nuaoffice.com</a>	
	Name: Lisa Chiasson	
	Telephone No.:	613-728-7691
	E-mail:	lisa.chiasson@nuaoffice.com

**6A.12.2 Supplier's Website - [www.NuaOffice.com](http://www.NuaOffice.com)**

**6A12.2.1** The Supplier's website address is listed on the furniture website.

The information in section 12.1-Responsibility B cannot be different on the Supplier's web site from the SA. All changes to this information must be pre-approved by the SAA and evidenced in a revision to the SA issued by the SAA. Once the revision is issued, the Supplier may update its web site.

**6A.12.2.2 Supplier's Official Language**

To the Supplier, Canada will issue bid solicitations and resulting contracts during the period of the SA in the following Official Language(s):

The furniture website will list the language(s) selected by the Supplier in its arrangement.

### 6A.13 Payment by Credit Card

The furniture website will list the Suppliers who accept Credit Cards for payment.

### 6A.14 Supplier's Work Coverage (Area)

#### 6A.14.4.1-N National Coverage

1. The Supplier and/or its authorized dealer(s) must perform the Work in Annex A in all of the regions listed in Table 1 below for all Identified Users in those regions. However, no Work can be performed or delivered to areas covered by the Comprehensive Land Claims Agreement(s) (CLCAs). More than one authorized dealer may cover each region.

Table 1	
Region	Area Description (across Canada excluding areas subject to the Comprehensive Land Claims Agreement(s) (CLCAs)
Pacific	The province of British Columbia
Western	The provinces of Alberta, Saskatchewan and Manitoba
Ontario	The province of Ontario with the exception of the National Capital Region
National Capital Region	Bounded on the west by a north-south line running from Petawawa to Kingston, as far north as Maniwaki, Quebec, on the east by the Ontario-Quebec border on the south by the St. Lawrence River (includes Gatineau-Maniwaki areas)
Quebec	The province of Quebec with the exception of the National Capital Region
Atlantic	The provinces of Nova Scotia, New Brunswick, Prince Edward Island, and Newfoundland including Labrador but excluding Northern Labrador

#### 6A.14.4.1-R Regional Coverage

1. The Supplier and/or its authorized dealers must perform the Work in Annex A in all of the regions listed in Table 1 below for all Identified Users in those regions. However, no Work can be performed

or delivered to areas covered by the CLCAs. More than one authorized dealer may cover each region.

Table 1	
	<b>Area Description</b> (across Canada excluding areas subject to the Comprehensive Land Claims Agreement(s) (CLCAs)
Pacific	The province of British Columbia
Western	The provinces of Alberta, Saskatchewan and Manitoba
Ontario	The province of Ontario with the exception of the National Capital Region
National Capital Region	Bounded on the west by a north-south line running from Petawawa to Kingston, as far north as Maniwaki, Quebec, on the east by the Ontario-Quebec border on the south by the St. Lawrence River (includes Gatineau-Maniwaki areas)
Quebec	The province of Quebec with the exception of the National Capital Region
Atlantic	The provinces of Nova Scotia, New Brunswick, Prince Edward Island, and Newfoundland including Labrador but excluding Northern Labrador

**6A.14.5 Supplier's Work Coverage (Contact Information by Region)**

The Supplier must complete and maintain the table shown below on its web site and provide the Identified Users with easy access to it at no charge to Canada. It is expected that changes to the parties and the contact information will occur and the Supplier must immediately update its web site once the change occurs, however, updates on the web site can only change the name and contact information of the parties. No updates will modify, or have the force of modifying, the terms of sub-section 12 and all other terms of the SA.

Region: Pacific			
Business performing the Work:		Business Location	Contact Information for General Enquiries
A	B	C	D
Supplier or Authorized Dealer(s) (if applicable)  Nua Office	Name:  Nua Office	Address: 73 Breezehill Ave, Suite 2, Ottawa, ON  K1Y 2H6	Name: Lisa Chiasson  Tel#: 613-728-7691  E-mail:  lisa.chiasson@nuaoffice.com

Add blocks that contain same information for as many dealers as you are offering.

Region: WESTERN			
Business performing the Work:		Business Location	Contact Information for General Enquiries
A	B	C	D
Supplier or Authorized Dealer(s) (if applicable) Nua Office	Name: Nua Office	Address: 73 Breezehill Ave, Suite 2, Ottawa, ON K1Y 2H6	Name: Lisa Chiasson Tel#: 613-728-7691 E-mail: lisa.chiasson@nuaoffice.com

Add blocks that contain same information for as many dealers as you are offering.

Region: Ontario			
Business performing the Work:		Business Location	Contact Information for General Enquiries
A	B	C	D
Supplier or Authorized Dealer(s) (if applicable) Nua Office	Name: Nua Office	Address: 73 Breezehill Ave, Suite 2, Ottawa, ON K1Y 2H6	Name: Lisa Chiasson Tel#: 613-728-7691 E-mail: lisa.chiasson@nuaoffice.com

Add blocks that contain same information for as many dealers as you are offering.

Region: National Capital Region

Business performing the Work:		Business Location	Contact Information for General Enquiries
A	B	C	D
Supplier or Authorized Dealer(s) (if applicable) Nua Office	Name: Nua Office	Address: 73 Breezehill Ave, Suite 2, Ottawa, ON K1Y 2H6	Name: Lisa Chiasson Tel#: 613-728-7691 E-mail: lisa.chiasson@nuaoffice.com

Add blocks that contain same information for as many dealers as you are offering.

Region: Quebec			
Business performing the Work:		Business Location	Contact Information for General Enquiries
A	B	C	D
Supplier or Authorized Dealer(s) (if applicable)  Nua Office	Name:  Nua Office	Address:  370 rue Joseph Carrier  Vaudreuil-Dorin, QC	Name: Sébastien Blanchard  Tel#: 450-510-4610  E-mail:  Sebastien.Blanchard@nuaoffice.com
Add blocks that contain same information for as many dealers as you are offering.			

Region: Atlantic			
Business performing the Work:		Business Location	Contact Information for General Enquiries
A	B	C	D
Supplier or Authorized Dealer(s) (if applicable)  Nua Office	Name:  Nua Office	Address:  73 Breezehill Ave N,  Suite 2  Ottawa, ON  K1Y 2H6	Name: Lisa Chiasson  Tel#: 613-728-7691  E-mail:  lisa.chiasson@nuaoffice.com
Add blocks that contain same information for as many dealers as you are offering.			

**Annex A-3**

**Supply Arrangement Deliverables**

The Supplier is required to carry out the following within the timeframe(s) stated within each article. If the information is not carried out within the specified timeframes, the Supply Arrangement Authority will inform the Supplier of a time frame within which to rectify the matter. The SAA may suspend or cancel the Supplier’s SA if the Supplier does not meet the provisions of this Annex.

For information to be hosted on Supplier’s Website detailed at in Part 6A, the Supplier must maintain

the information as required for the period of the SA. The Website is to provide the federal government with easy access to the information at no charge to Canada. It is expected that changes to the information could occur and it is the responsibility of the Supplier to immediately update its Website with the changes. The updates on the Website can only change the Supplier's offering although the requirements of the SA must continue to be met. No updates will modify, or have the force of modifying, all other terms of the SA.

### **1. Standard Finishes**

To see standard finish options, refer to Appendix B. Upgrade options available below:

<http://www.allsteeloffice.com/design-resources/textiles-and-finishes>

<http://www.allsteeloffice.com/design-resources/textiles-and-finishes/finishes/?k=>

<http://www.allsteeloffice.com/design-resources/textiles-and-finishes/fabrics/?k=>

<http://perfix.ca/frmColors.aspx>

<http://brc.group/materials/laminate-finishes/>

<http://brc.group/materials/handles/>

<http://brc.group/materials/fabrics/>

### **2. Product Images**

Within 90 days of Supply Arrangement award, the Supplier is required to create and display on the Supplier's Website, images of at least the major products offered. Below is a list of the major products:

Category

1 – Interconnecting Panels and Freestanding Systems

[Panel](#)

[Work surface](#)

[Panel mounted overhead](#)

[Meeting table](#)

Benching products : [Link 1](#), [Link 2](#)

[Pedestal](#)

[Personal Storage Towers](#)

[Low Storage/Credenza Unit](#)

High Storage Unit or Hutches

2 – Freestanding height adjustable Desk/Table products

[Continuous height adjustable work surfaces - Seated range](#)

[Continuous height adjustable work surfaces - Sit/Stand range](#)

### 3 – Metal Filing and Storage Cabinets

[Lateral](#)

[Vertical](#)

[Storage cabinets](#)

[Pedestal](#)

[Personal Storage Towers](#)

### 5 – Ancillary and Lighting Products

[Keyboard and Mouse support surfaces](#)

[CPU](#)

[Monitor Arms](#)

Lighting Products : [Link 1](#), [Link 2](#), [Link 3](#), [Link 4](#)

### 6 – Support Spaces Furniture

Kitchenette furniture –

<http://cms.allsteeloffice.com/pages/search.aspx?keywords=Community%20Table>

Meeting room furniture - <http://www.allsteeloffice.com/explore-spaces/conferencing>

Training room furniture <http://www.allsteeloffice.com/explore-spaces/classroom-and-training>

Lounge chairs <http://www.allsteeloffice.com/products/collaborative/parallel>

Modular benching units <http://www.allsteeloffice.com/products/collaborative/involve>

Banquette seating <http://cms.allsteeloffice.com/pages/search.aspx?keywords=Mind>

Sofas <http://www.allsteeloffice.com/products/collaborative/parallel>

Side tables <http://www.allsteeloffice.com/products/collaborative/parallel>

Coffee tables <http://www.allsteeloffice.com/products/collaborative/parallel>