

National Energy
Board



Office national
de l'énergie

ADDENDUM #2

REQUEST FOR PROPOSAL TASK BASED INFORMATICS PROFESSIONAL SERVICES (TBIPS) SUPPLY ARRANGEMENT (SA) EN578-170432 - Architect Services

Enquiries: All enquiries are to be directed to:

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**This notice is to advise potential bidders of Addendum #2 to above mentioned
Request for Proposal.**

This Solicitation Addendum No. 02 is raised to:

1. Address questions raised and submitted to date

Question 1:

Re: Attachment 4.1 – Point Rated Criteria

“Fill out 3 Client Project Reference Forms D1, D2, D3, D4, D5, D6, D7, D8; the forms are provided in Attachment 4.2.”

Could the Crown please confirm that a minimum of 3 Project References from D1-D8 are to be submitted in order to be compliant to M1, and Project References provided under the remaining 5 categories would score additional points towards a Bidder’s overall Point-Rated score?

Response 1:

NEB requires from bidders to submit three (3) completed Client Project Reference Forms for each Point Rated Criteria for D1 to D8. Although submitting a minimum of 3 Project References I compliant to M1, bidder can score up to the maximum points by completing 3 Client Project Reference Forms for each Point Rated Criteria for D1 to D8.

Question 2:

Re: Attachment 4.1 – Point Rated Criteria – Criterion D1-D8

“Evaluation Guideline: Points will be awarded based on degree of alignment with NEB’s resource requirements.”

Can the Crown please explain how the Project References provided for D1-D8 will be evaluated? What measures (e.g. # of resources, duration, similarity of client/project/role, etc.) will be used to determine the “degree of alignment with NEB’s resource requirements”?

Response 2:

In this RFP, “degree of alignment with NEB’s resource requirements” means NEB operation context in light of information provided in the RFP at sub-section 1. Background and 2. Project Summary of Annex “A” - Statement of Work.

Question 3:

Re: Attachment 4.2 - CLIENT PROJECT REFERENCE FORM to respond to Criterion M1 and D1-D8

“Bidder must provide a Client Project Reference Form for each of the 3 projects as per Rated Criteria. Note: the same client reference cannot be used more than once for each category i.e. was for a different client. Work must have been completed within the last three (3) years, through Task Authorizations (or similar formal work authorizations or contracts).”

As Bidders may have several contracts with the same client (e.g Transport Canada), especially if they have provided exceptional service.

Could the Crown please confirm that the same client could be used more than once to substantiate D1-D8, provided that they are referencing different contracts.

Response 3:

Yes, same client can be used more than once to substantiate for D1 to D8, provided that they are referencing different contracts.

Question 4:

Many similar GoC TBIPS Supply Arrangement contracts span several years and include multiple Task Authorization contracts to procure professional services under different resource categories. Could the Crown please confirm that Bidder's Contracts provided as Project References for D1-D8 can be ongoing/active, as long as the resource work being referenced under the contract (ie. TAs for resources delivered) has been *completed* and invoiced.

Response 4:

Yes, Project References can be ongoing / active.

Question 5:

Could the Crown please confirm that different Task Authorization contracts issued under the same Supply Arrangement Contract could be used to substantiate D1-D8.

Response 5:

Yes, different Task Authorization contracts issued under the same Supply Arrangement Contract can be used to substantiate for D1 to D8.

Question 6:

Given the response to Question 6 in Addendum 1, that Bidders must submit 3 completed Client Project Reference Forms for each point rated criteria D1-D8, we would like to request an extension of the closing date of this RFP by one week to March 22nd. Bidders need adequate time in order to prepare 3 references for M1 and 24 references for Point Rated D1-D8, each of which must include detailed information about the project scope, services provided and number of billable days. This is quite a large undertaking and it will be difficult to compile all the requested information within the current RFP timeframe.

Response 6:

The NEB is not considering option to extend the solicitation period at this time due to internal operational needs.

Question 7:

Given that Bidders must submit 3 completed Client Project Reference Forms for each point rated criteria D1-D8, can NEB please clarify how the 5 points will be awarded for these criteria (D1-D8)? ie. will 1.67 points be awarded per applicable project? Please provide a rating scale to show how a bidder can achieve maximum points.

Response 7:

A bidder can score up to the maximum points by completing 3 Client Project Reference Forms for each Point Rated Criteria for D1 to D8. Points will be awarded based on degree of alignment with NEB's resource requirements in light of information provided in the RFP at sub-section 1. Background and 2. Project Summary of Annex "A" - Statement of Work.

ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION REMAIN UNCHANGED.