

National Energy  
Board



Office national  
de l'énergie

## ADDENDUM #4

### 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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Vendor

TBD

**This notice is to advise potential bidders of Addendum #4 to above mentioned  
Request for Proposal.**

**This Solicitation Addendum No. 04 is raised to:**

**1. Address questions raised and submitted to date**

Question 1:

Can the NEBN please clarify Part 3 Bid Preparation Instructions

Does the NEB require 1 electronic copy or would the NEB like 1 electronic copy and 1 printed copy ?

Response 1:

Bidders are requested to submit one (1) electronic copy **OR** one (1) printed copy in separately bound sections as indicated in the RFP at page 11.

Question 2:

Can the NEB please provide a word documents for the following submission requirements:

- a. Proposed Bidder Per Diem Tables
- b. Attachment 4.2 Client Project Reference form
- c. Annex F Bid Submission Form.
- d. Attachment 5.1: certification at bid closing including Certification Signature Page

Response 2:

No.

Question3:

Given that many Calgary consultants do not have “Reliability” clearance already in place , can the “proposed individuals” obtain required clearance after the RFP response, if the bidder is chosen but before work is performed?

Response3:

Individual security clearance is not relevant at this RFP stage. Any resource will be proposed once the resulting contract will be in place and solely evaluated against a specific Task Authorization on due time including security requirements.

Question 4:

“Resources will only be assessed after contract is awarded once specific tasks are requested of the Contractor”.

Does this mean the NEB does NOT want the bidder to submit available candidate resources at this time?

Response 4:

Any bidder is solely responsible of the content of its proposal. References are requested for a resource category in order to demonstrate that the bidder has delivered the resource categories to clients previously and not an actual resource.

Question 5:

Professional Services Resources. Section a. “By submitting a bid, the Bidder certifies, that should it be awarded a contract as a result of the bid solicitation , every individual proposed in its bid will be available to perform the Work as required by Canada’s representative and at the time specified in the bid solicitation ....”

Suggests the bidder DOES submit available resources now; does the NEB wish to see 1 or 2 potential candidates for each of the 8 architect roles ?

Response 5:

Any bidder is solely responsible of the content of its proposal. NEB is more interested at this stage to know that the bidder has successfully delivered the resource categories to clients previously.

Question 6:

To confirm, the NEB has 8 job categories (D.1-D8) and the NEB has requested three separate references for each job category so the bidder is to ideally provide 24 references. Is this correct?

Response 6:

Yes.

Question 7:

Confirming with 24 references that we have their approval is taking longer than anticipated with spring break holidays having some out of the office, other vacations/travel and executive schedules. Wishing to respect our clients busy schedules and give them the time they need to respond and prepare detailed information for the project scope, we respectfully ask for an extension until Friday, March 17<sup>th</sup> please.

Response 7:

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

**2. Amend the RFP document**

**Insert new addition in the wording of Mandatory Requirements at M2 – page 44**

The bidder, at all times during the performance of the Contract/Standing Offer/Supply Arrangement, hold a valid Facility Security Clearance at the level of **RELIABILITY**, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC) OR a Designated Organization Screening (DOS) granted.

**ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION REMAIN UNCHANGED.**