

National Energy  
Board



Office national  
de l'énergie

**ADDENDUM #3**  
**REQUEST FOR PROPOSAL**

**Graphic Design Services**

**Enquiries:** All enquiries are to be directed to:

Papa Thierno Ndiaye  
Telephone: (403) 472-4058  
Facsimile: (403) 299-3637  
Email: [proposals.propositions@neb-one.gc.ca](mailto:proposals.propositions@neb-one.gc.ca)  
Cc: [PapaThierno.Ndiaye@neb-one.gc.ca](mailto:PapaThierno.Ndiaye@neb-one.gc.ca)

Issuing Office

National Energy Board  
Suite 210, 517 – 10th Avenue S.W.  
Calgary, Alberta  
T2R 0A8

Vendor

TBD

**This notice is to advise potential bidders of Addendum #3 to above mentioned Request for Proposal.**

**This Solicitation Addendum No. 03 is raised to:**

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

Question 1:

In the Mandatory Requirements Section M1 and M2, and the “Cross Reference to where criteria is met in the proposal”, what kind of cross reference are you looking for specifically to demonstrate we meet those experience minimums and SoW requirements? Would a simple acknowledgement statement for M1 and M2 suffice?

Response 1:

Yes, and a table indicating where in the bid, at what page(s) number, the required information is provided is sufficient. The same table, completed by the bidder, can be submitted in the bid.

Question 2:

For M4, will a link to a LinkedIn profile containing the required experience, education, achievements and work experience suffice?

Response 2:

No, and the information provided must be specific to the RFP in order for the bidder, by responding to this solicitation, certifies that all statements made with respect to education and experience are true and that any person proposed by the Bidder to perform the Work or part of the Work is either an employee of the Bidder or under a written agreement to provide services to the Bidder. NEB may at any time verify experience claimed.

Question 3:

For R4, are you able to provide a link to the Government of Canada Federal Identity Policy Standards?

Response 3:

<https://www.canada.ca/en/treasury-board-secretariat/services/government-communications/federal-identity-program.html>

Question 4:

In the optic to submit the proposal by an electronic way, will you accept to receive our proposal by We Transfer?

What is the best way to give our documents?

Which platform web do you prefer?

Response 4:

Proposal can be email to: [proposals.propositions@neb-one.gc.ca](mailto:proposals.propositions@neb-one.gc.ca) and copy to: [PapaThierno.Ndiaye@neb-one.gc.ca](mailto:PapaThierno.Ndiaye@neb-one.gc.ca)

Reference at RFP page 12 - *PART 2: PROPOSAL PREPARATION INSTRUCTIONS & EVALUATION PROCEDURES*

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