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The Articles contained in this document are mandatory in their entirety, unless otherwise indicated. Acceptance of these Articles, in their entirety, as they appear in this document, is a Mandatory requirement of this RFP.

**Suppliers submitting a proposal containing statements implying that their proposal is conditional on modification of these clauses or containing terms and conditions that purport to supersede these clauses or derogate from them will be considered non-responsive.**

Bidders with concerns regarding the provisions of the Bid Solicitation document (including the Resulting Contract Clauses) should raise such concerns in accordance with the Enquiries provision of this RFP.



## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

**Part 1 General Information:** provides a general description of the requirement;

**Part 2 Bidder Instructions:** provides the instructions, clauses and conditions applicable to the bid solicitation;

**Part 3 Bid Preparation Instructions:** provides Bidders with instructions on how to prepare their bid;

**Part 4 Evaluation Procedures and Basis of Selection:** indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;

**Part 5 Certifications and Additional Information:** includes the certifications and additional information to be provided;

**Part 6 Security and Other Requirements:** includes specific requirements that must be addressed by Bidders; and

**Part 7 Resulting Contract Clauses:** includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment and any other annexes and attachments.

The Appendixes include the Evaluation Criteria and the Financial Proposal Form.

### **1.2 Summary**

The objective of this project is to inform the prioritization of Government spending to advance hydrogen related research, development, and demonstration to further enable the hydrogen economy. The period of the contract will be from date of award to May 2, 2022.

**1.2.1** This bid solicitation allows bidders to use the ePost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

### **1.3 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing will be done in writing, by email.



## PART 2 - BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2020-05-28) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation with the modifications to the text below. If there is a conflict between the provisions of 2003 and this document, this document prevails.

- **In the complete text content (except Section 1 and 3) Delete:** Public Works and Government Services Canada” and **Insert:** “Natural Resources Canada.” **Delete:** “PWGSC” and **Insert:** “NRCan”
- **Section 2: Delete:** “Suppliers are required to” and **Insert:** “It is suggested that suppliers”
- **Subsection 1 of Section 8: Delete entirely**
- **Subsection 2 of Section 8:**  
**Delete:** The only acceptable email address to use with epost Connect for responses to bid solicitation issued by PWGSC headquarters is: [tps-gc-pwgsc.gc.ca](mailto:tpsgc.dgareceptiondessoumissions-abbidReceiving.pwgsc@tps-gc-pwgsc.gc.ca), or, if applicable, the email address identified in the bid solicitation. The only acceptable email address to use with epost Connect for responses to bid solicitations issued by PWGSC regional offices is identified in the bid solicitation.  
**Insert:** The only acceptable email address to use with epost Connect for responses to bid solicitation issued by NRCan is: [procurement-appvisionnement@NRCan-RNCan.gc.ca](mailto:procurement-appvisionnement@NRCan-RNCan.gc.ca)
- **Under Subsection 2 of Section 20:** Not applicable

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 120 days

### 2.2 Submission of Bids

Bids must be submitted only to the Natural Resources Canada (NRCan) Bid Receiving Unit specified below by the date and time indicated on page 1 of the bid solicitation.

NRCan Bid Receiving Unit:

Only bids submitted using epost Connect service will be accepted. The Bidder must send an email requesting to open an epost Connect conversation to the following address:

[procurement-appvisionnement@NRCan-RNCan.gc.ca](mailto:procurement-appvisionnement@NRCan-RNCan.gc.ca)



**Note:** Bids will not be accepted if e-mailed directly to this address. This e-mail address is to be used to open an ePost Connect conversation, as detailed in the Standard Instructions [2003 \(Subsection 2 of Section 08\)](#), or to send bids through an ePost Connect message if the bidder is using its own licensing agreement for ePost Connect.

**IMPORTANT:** It is requested that you write the bid solicitation number in "Subject" of the email:

***NRCan – 5000063118 Hydrogen (RD&D) Gap Analysis in Canada***

NRCan will not assume responsibility for proposals directed to any other location.

The onus is on the Bidder to ensure that the bid is submitted correctly using epost Connect service. Not complying with the instructions may result in NRCan's inability to ascertain reception date and/or to consider the bid prior to contract award. Therefore, NRCan reserves the right to reject any proposal not complying with these instructions.

Due to the nature of the bid solicitation, bids transmitted by mail or facsimile to NRCan will not be accepted.

### **2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than Five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

### **2.4 Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

### **2.5 Improvement of Requirement During Solicitation Period**

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will



be given consideration provided they are submitted to the Contracting Authority at least Five (5) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.



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## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

The Bidder must submit its bid electronically and in accordance with section 08 of 2003 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

Canada requests that Bidders provide their bid in separately bound sections as follows:

- Section I: Technical Bid (1 electronic copy)
- Section II: Financial Bid (1 electronic copy) in a separate file and document
- Section III: Certifications (1 electronic copy)
- Section IV: Additional Information (one (1) electronic copy)

**Prices should appear in the financial bid only. No prices should be indicated in any other section of the bid.**

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) format;
- (b) use a numbering system that corresponds to the bid solicitation.

#### **Section I: Technical Bid**

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

#### **Section II: Financial Bid**

Bidders must submit their financial bid in accordance with the Financial Proposal Form in Appendix "2" The total amount of Applicable Taxes must be shown separately.

#### **Section III: Certifications**



Bidders must submit the certifications and additional information required under Part 5.

**Section IV: Additional Information**

In Section IV of their bid, bidders should provide:

1. the 1<sup>st</sup> page of this RFP signed with their legal name;
2. the name of the contact person (provide also this person's mailing address, phone numbers and email address) authorized by the Bidder to enter into communications with Canada with regards to their bid, and any contract that may result from their bid.



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## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the Technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### **4.1.1 Technical Evaluation**

Mandatory and point rated technical evaluation criteria are included in Appendix "1" - Evaluation Criteria.

#### **4.1.2 Financial Evaluation**

Mandatory financial evaluation criteria are included in Appendix "2" – Evaluation Criteria.

### **4.2 Basis of Selection**

#### **4.2.1 Highest Combined Rating of Technical Merit and Price**

1. To be declared responsive, a bid must:
  - a. comply with all the requirements of the bid solicitation; and
  - b. meet all mandatory criteria; and
  - c. obtain the required minimum of 60 points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 100 points.
2. Bids not meeting ((a) or (b) or (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40 %.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.



The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equal 135 and the lowest evaluated price is \$45,000 (45).

<b>Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)</b>				
		<b>Bidder 1</b>	<b>Bidder 2</b>	<b>Bidder 3</b>
<b>Overall Technical Score</b>		115/135	89/135	92/135
<b>Bid Evaluated Price</b>		\$55,000.00	\$50,000.00	\$45,000.00
<b>Calculations</b>	<b>Technical Merit Score</b>	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
	<b>Pricing Score</b>	$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
<b>Combined Rating</b>		83.84	75.56	80.89
<b>Overall Rating</b>		1st	3rd	2nd



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## PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

### 5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

#### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity [Provisions of the Standard Instructions \(https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/1/2003/25#integrity-provisions\)](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/1/2003/25#integrity-provisions), all bidders must provide with their bid, **if applicable**, the Integrity declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

### 5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame specified will render the bid non-responsive.

#### 5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement of the [Ineligibility and Suspension Policy \(http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html\)](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

- Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder or, in the case of a private company, the owners of the company.
- Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).



- Bidders bidding as partnerships do not need to provide lists of names.

Name of Bidder: \_\_\_\_\_

OR

Name of each member of the joint venture:

Member 1: \_\_\_\_\_

Member 2: \_\_\_\_\_

Member 3: \_\_\_\_\_

Member 4: \_\_\_\_\_

Identification of the administrators/owners:

SURNAME	NAME	TITLE

**5.2.2 Federal Contractors Program for Employment Equity - Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website. (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

**5.2.3 Status and Availability of Resources**

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 representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar



qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

#### 5.2.4 Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

#### 5.2.5 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

### Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the [Financial Administration Act](#), R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"**lump sum payment period**" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.



"**pension**" means a pension or annual allowance paid under the *Public Service Superannuation Act* (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the *Supplementary Retirement Benefits Act*, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the *Canadian Forces Superannuation Act*, R.S., 1985, c. C-17, the *Defence Services Pension Continuation Act*, 1970, c. D-3, the *Royal Canadian Mounted Police Pension Continuation Act*, 1970, c. R-10, and the *Royal Canadian Mounted Police Superannuation Act*, R.S., 1985, c. R-11, the *Members of Parliament Retiring Allowances Act*, R.S. 1985, c. M-5, and that portion of pension payable to the *Canada Pension Plan Act*, R.S., 1985, c. C-8.

**Former Public Servant in Receipt of a Pension**

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes ( ) No ( )**

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant; \_\_\_\_\_
- b. date of termination of employment or retirement from the Public Service. \_\_\_\_\_

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2019-01](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

**Work Force Adjustment Directive**

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes ( ) No ( )**

If so, the Bidder must provide the following information:

- a. name of former public servant; \_\_\_\_\_
- b. conditions of the lump sum payment incentive; \_\_\_\_\_
- c. date of termination of employment; \_\_\_\_\_
- d. amount of lump sum payment; \_\_\_\_\_
- e. rate of pay on which lump sum payment is based; \_\_\_\_\_
- f. period of lump sum payment including:
  - start date \_\_\_\_\_
  - end date \_\_\_\_\_
  - and number of weeks \_\_\_\_\_



- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

Professional fees

Amount

\_\_\_\_\_

\_\_\_\_\_

**5.2.6 Aboriginal Designation**

Who is eligible?

- a) An Aboriginal business, which can be:
  - i) a band as defined by the Indian Act
  - ii) a sole proprietorship
  - iii) a limited company
  - iv) a co-operative
  - v) a partnership
  - vi) a not-for-profit organization

in which Aboriginal persons have at least 51 percent ownership and control,

OR

- b. A joint venture consisting of two or more Aboriginal businesses or an Aboriginal business and a non-Aboriginal business(es), provided that the Aboriginal business(es) has at least 51 percent ownership and control of the joint venture.

When an Aboriginal business has six or more full-time employees at the date of submitting the bid, at least thirty-three percent of them must be Aboriginal persons, and this ratio must be maintained throughout the duration of the contract.

The bidder must certify in its submitted bid that it is an Aboriginal business or a joint venture constituted as described above.

- Our Company is NOT an Aboriginal Firm, as identified above.
- Our Company is an Aboriginal Firm, as identified above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## **PART 6 - SECURITY AND OTHER REQUIREMENTS**

### **6.1 Security Requirements**

There are no security requirements associated with this requirement.



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## PART 7 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

### 7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex A and the Contractor's technical bid dated \_\_\_\_\_. (*to be completed at contract award*)

### 7.2 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

#### 7.2.1 General Conditions

[2035](#) (2020-05-28), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

- As applicable, replace references to Public Works and Government Services Canada (PWGSC) with Natural Resources Canada (NRCan).

### 7.3 Dispute Resolution

#### *Mediation*

If a dispute arising from this contract cannot be settled amicably through negotiation, then the parties agree in good faith to submit the dispute to mediation as administered by the Arbitration and Mediation Institute of Canada Inc. (AMIC). The parties acknowledge receipt of the rules of AMIC. The cost of mediation shall be borne equally by the parties.

#### *Arbitration*

If the parties cannot resolve the dispute through mediation within sixty (60) days, the parties agree to submit the dispute to arbitration pursuant to the Commercial Arbitration Act (Canada). The party requesting such arbitration shall do so by written notice to the other party/parties. The cost of the arbitration and fees of the arbitrator shall be borne equally by the parties. The arbitration shall take place in the city where the contractor carries on business before a single arbitrator to be chosen jointly by the parties. If the parties cannot agree on the choice of arbitrator within thirty (30) days of written notice to submit the dispute to arbitration, each party will choose a representative who will select the arbitrator.

The parties may determine the procedure to be followed by the arbitrator in conducting the proceedings, or may ask the arbitrator to do so. The arbitrator shall issue a written award within thirty (30) days of hearing the parties. The award may be entered in any court having jurisdiction and enforced as a judgment of that court.

#### *Meaning of "Dispute"*



The parties agree that the word "dispute" in this clause refers to a dispute of fact or of law, other than a dispute of public law.

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request or consent of the parties to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term and condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca).

## **7.4 Security Requirements**

**7.4.1** There is no security requirement applicable to the Contract.

## **7.5 Term of Contract**

### **7.5.1 Period of the Contract**

The period of the Contract is from date of Contract to May 2, 2022 inclusive.

## **7.6 Comprehensive Land Claims Agreements (CLCAs)**

The Contract is not subject to any Comprehensive Land Claims Agreements.

## **7.7 Authorities**

### **7.7.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Julia Pace  
Title: Procurement Specialist  
Organization: Natural Resources Canada  
Address: 1 Challenger Drive, Dartmouth, Nova Scotia  
Telephone: 902-719-4856  
E-mail address: [Julia.pace@nrcan-rncan.gc.ca](mailto:Julia.pace@nrcan-rncan.gc.ca)

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

### **7.7.2 Project Authority (to be provided at contract award)**

The Project Authority for the Contract is:



Name:  
Title:  
Organization:  
Address:  
Telephone:

E-mail address:

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

**7.7.3 Contractor's Representative (to be provided at contract award)**

Name:  
Title:  
Organization:  
Address:  
Telephone:

E-mail address

**7.8 Proactive Disclosure of Contracts with Former Public Servants**

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2019-01](#) of the Treasury Board Secretariat of Canada.

**7.9 Payment**

**7.9.1 Basis of Payment – Firm Price**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price as specified in Annex B for a cost of \$ \_\_\_\_\_ (*insert the amount at contract award*). Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

**7.9.2 Method of Payment**

**Milestone Payments**



Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract if:

- a. an accurate and complete claim for payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

### 7.10 Invoicing Instructions

Invoices shall be submitted as follows:

E-mail:

[invoiceimaging-servicedimageriedesfactures@nrcan-rncan.gc.ca](mailto:invoiceimaging-servicedimageriedesfactures@nrcan-rncan.gc.ca)

**Note:** Attach "PDF" file. No other formats will be accepted

Invoices and all documents relating to a contract must be submitted on the Contractor's own form and shall bear the Contract number: \_\_\_\_\_

**Invoicing Instructions to suppliers:** <http://www.nrcan.gc.ca/procurement/3485>

### 7.11 Certifications and Additional Information

#### 7.11.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

### 7.12 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

### 7.13 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- a) the Articles of Agreement;
- b) the general conditions [2035](#) (2020-05-28) High Complexity Services;



- c) Annex A, Statement of Work;
- d) Annex B, Basis of Payment;
- e) the Contractor's bid dated \_\_\_\_\_.

#### **7.14 Foreign Nationals (Canadian Contractor OR Foreign Contractor)**

SACC Manual clause [A2000C](#) (2006-06-16) Foreign Nationals (Canadian Contractor)

**OR**

SACC Manual clause [A2001C](#) (2006-06-16) Foreign Nationals (Foreign Contractor)

#### **7.15 Insurance**

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

#### **7.16 Contract Administration**

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by (*insert "the supplier" or "the contractor" or "the name of the entity awarded this contract"*) respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca).



## ANNEX A - STATEMENT OF WORK

### SW.1.0 TITLE

Hydrogen Research Development and Demonstration (RD&D) Gap Analysis in Canada

### SW.2.0 BACKGROUND

In December 2020, Natural Resources Canada launched the [Hydrogen Strategy for Canada](#).

Technology and Innovation are highlighted throughout the Strategy as a strength in Canada, and an area that needs increased attention. Canada was an early leader in the hydrogen and fuel cell sector and is recognized worldwide as a region rich with technical expertise, intellectual property, and leading products and services. While some hydrogen and fuel cell technologies are at a level of commercial readiness, support for RD&D is needed to reduce costs further, develop solutions in the less mature applications and discover new breakthrough technologies to benefit the sector. Continuing to stay at the forefront of innovation is critical to sustaining Canada's competitive advantages.

In this vein, one of the eight key pillars from the Strategy is Innovation with the following recommendations: take action to support further innovation and R&D; develop research priorities; and foster collaboration between stakeholders to ensure Canada maintains its competitive edge and global leadership in hydrogen and fuel cell technologies.

### SW.3.0 OBJECTIVES

The objective of this project to inform the prioritization of Government spending to advance hydrogen related research, development, and demonstration to further enable the hydrogen economy. This work will answer the following questions:

- I. What areas of Hydrogen RD&D does Canada have particular strengths in?
  - o What policy and regulatory covers and objectives the H2 innovation/ RD&D it's aiming to support? What are these drivers?
- II. Who are the RD&D leaders in each area of the Hydrogen value chain (academia, industry, government labs, etc...)?
  - o Are there anchor firm/s (i.e. Ballard) to initiate or sustain RD&D or can research clusters be developed depending on market, resources, etc.?
- III. Which RD&D areas should be prioritized in the:
  - o Short term (now to 2025)
  - o Medium term (2026-2035)
  - o Long term (2036-2050)

This work will cover the entire hydrogen value chain:

Production:

- Electrolytic (e.g., Polymer Electrolyte Membrane (PEM), Alkaline, Solid Oxide Electrolyzer Fuel Cell (SOEFC), etc...)
- From fossil fuels (note: only low carbon options; e.g., Steam Methane Reformation (SMR) and Carbon Capture, Utilization and Sequestration (CCUS), Methane Pyrolysis, etc...)
- Nuclear energy as a feedstock
- Biomass gasification
- Photocatalytic

Storage:

- Stationary
- Small scale storage (for vehicles)



- Large scale geological
- Metals

Distribution:

- Domestic
  - Via pipeline
  - Via commercial truck
  - As a liquid
- Export
  - Via liquid organic hydrogen carriers
  - Via ammonia

End-Use:

- As a transport fuel (fuel cell)
  - Light Duty Vehicle (LDV), Medium Duty Vehicle (MDV), Heavy Duty Vehicle (HDV), Rail, Marine, Aviation
- As a power source
- As an energy storage medium (regulation, short, medium, long term)
- In buildings
- Industrial applications
  - Refining
  - Cement
  - Steel
  - Chemicals

Safety, Codes, and Standards

- High level overview of required safety measures, codes, and standards to further enable hydrogen economy

**SW.4.0 PROJECT REQUIREMENTS**

**SW.4.1 Tasks, Deliverables, Milestones and Schedule**

Milestone	Tasks/Activities	Deliverables/Milestones	Schedule*
1.	Project Kick-off	Kick-off meeting with the Project Contractor.	1 week after contract award
2.	Literature Review	Project Contractor to conduct a literature review <ul style="list-style-type: none"> <li>• Review of existing research that has been conducted in Canada and internationally on the hydrogen value chain</li> </ul>	February 7, 2022
3.	Research: patents, funding patterns, global trends, market	Project Contractor to conduct review of patents, funding patterns, global trends, market scan and policy scan.	February 21, 2022



	scan and policy scan.	<ul style="list-style-type: none"> <li>• Review of current patent filings</li> <li>• Funding patterns (e.g., National Sciences and Engineering Research Council of Canada (NSERC), (Mitacs) , US Department of Energy)</li> <li>• Trend analysis (e.g., International Energy Agency (IEA), International Renewable Energy Agency (IRENA))</li> <li>• Interviews (or surveys) from experts in industry, academia, government labs</li> <li>• Market &amp; policy scans Role of international collaborations (e.g., Mission Innovation, Clean Energy Ministerial, International Partnership for Hydrogen and Fuel Cells (IPHE), IEA Hydrogen Technology Collaboration Program (TCP), etc...)</li> </ul>	
4.	Draft Report	Project Contractor to prepare a draft a final report and prepare a deck highlighting the lessons learned from the research on the hydrogen production pathways.	March 21, 2022
5.	NRCan Review	NRCan to review the Draft Report presented by the Project Contractor and provide amendment/changes.	April 4, 2022
6.	Final Report & Presentation	Project Contractor to incorporate NRCan design changes and present a final draft along with accompanying report and presentation on recommendations.	April 18, 2022
7.	Project Close-out	<p>Project Contractor to conclude all project work and submit all relevant background information/data collected during project.</p> <p>Project Contractor to submit final invoices to NRCan.</p>	May 2, 2022

\* Schedule subject to change depending on execution of contract.



## **SW.4.2 Reporting Requirements**

The contractor may be asked to present their work along the duration of the contract. All relevant documents and content can be sent electronically in Microsoft Office applications or Adobe pdf formats to the Project Authority (NRCan). Short written updates or the draft in progress may be requested in advance of these meetings. Face-to-face meetings will occur as needed, but most meetings with federal departments will be by teleconference/videoconference.

## **SW.4.3 Method and Source of Acceptance**

All deliverables and services rendered under any contract are subject to inspection by the Project Authority. The Project Authority shall have the right to reject any deliverables that are not considered satisfactory, or require their correction before payment will be authorized.

## **SW.5.0 OTHER TERMS AND CONDITIONS OF THE SOW**

### **SW.5.1 Contractor's Obligations**

In addition to the obligations outlined in Section 4 of this Statement of Work, the Contractor shall:

- Submit all written reports in electronic Microsoft Office Word or Adobe pdf format;
- Provide source files for key visuals (.AI, JPEG, Microsoft Office suite templates and PSD files) including all associated graphic elements;
- Upon request, provide NRCan with background data used in compiling the report;
- Meet with stakeholders (federal departments), when required, to further clarify project details and/or participate in bi-weekly tele/video-conferences.

### **SW.5.2 NRCan's Obligations**

- Provide access to government and departmental policies and procedures, publications, reports, studies, etc.;
- Provide comments on draft reports within ten (10 working days); and
- Provide other assistance or support as required.

### **SW.5.3 Language of Work**

All reports must be submitted in English. Correspondence with NRCan may be in the contractor's official language of choice.

### **SW.5.4 Location of Work, Work Site and Delivery Point**

The work is expected to be completed at the contractor's place of business and upon completion will be delivered electronically to the NRCan.



## **ANNEX B - BASIS OF PAYMENT**

*(to be completed at contract award)*



## APPENDIX “1” - EVALUATION CRITERIA

Bidders are advised to address these criteria in the following order and in sufficient depth in their proposals to enable a thorough assessment. NRCan’s assessment will be based solely on the information contained within the proposal. NRCan may confirm information or seek clarification from bidders.

Bidders are advised that only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the criteria will not be considered demonstrated for the purpose of this evaluation.

The Bidder should provide complete details as to where, when (month and year) and how (through which activities/responsibilities) the stated qualifications/experience were obtained. Experience gained during formal education shall not be considered work experience. All criteria for work experience shall be obtained in a legitimate work environment as opposed to an educational setting. Co-op terms are considered work experience provided they are related to the required services.

Bidders are also advised that the month(s) of experience listed for a project whose time frame overlaps that of another referenced project will only be counted once. For example: project one time frame is July 2001 to December 2001; project two time frame is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.

### 1. Technical Criteria

#### 1.1 Mandatory Evaluation Criteria

The Mandatory Criteria listed below will be evaluated on a simple pass/fail basis. Proposals which fail to meet the mandatory criteria will be deemed non-responsive.

Criterion ID	Mandatory Criteria	Proposal Page #	Pass/Fail
M1	<p><b><u>EXPERIENCE</u></b>            The bidder MUST demonstrate through a curriculum vitae (CV), that the project manager/lead have acquired at least five (5) years of experience within the past ten (10) years prior the solicitation closing date:</p> <ul style="list-style-type: none"> <li>• conducting analysis of the hydrogen value chain;</li> <li>• relevant work experience (including oil and gas, other low carbon fuels, natural gas systems) or some combination thereof.</li> </ul>		<input type="checkbox"/> Yes <input type="checkbox"/> No



Criterion ID	Mandatory Criteria	Proposal Page #	Pass/Fail
M2	<p><b><u>KNOWLEDGE &amp; UNDERSTANDING</u></b></p> <p>The Bidder MUST demonstrate knowledge of at least three sectors of the hydrogen value chain in a minimum of two (2) pages.</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No
M3	<p><b><u>ACADEMIC QUALIFICATIONS</u></b></p> <p>The bidder MUST provide proof (certification) that all members of the proposed project team have successfully completed a post-secondary education degree (university) or diploma/certificate (college/CEGEP) from an accredited institution in one of the following or equivalent to the following:</p> <ul style="list-style-type: none"> <li>• Economics;</li> <li>• Business;</li> <li>• Science;</li> <li>• Engineering; or</li> <li>• International Affairs.</li> </ul> <p>The list of recognized organizations can be found under the Canadian Information Centre for International Credentials website, at the following internet link: <a href="#">The Canadian Information Centre for International Credentials (CICIC)</a></p>		<input type="checkbox"/> Yes <input type="checkbox"/> No



**1.2 Evaluation of rated criteria**

The criteria contained herein will be used by NRCan to evaluate each proposal that has met all of the mandatory criteria.

Proposals must achieve the stated minimum points required overall for the rated criteria to be assessed as responsive under the point rated technical criteria section; proposals not meeting the minimum required points will be deemed non-responsive.

Proposals will be evaluated based on the following criteria:

Criterion ID	Point Rated Technical Criteria	Maximum Points	Points Awarded	Proposal Page #	Comments						
R1	<p><b><u>HYDROGEN VALUE CHAIN EXPERIENCE</u></b></p> <p>The Bidder (bidding team) should provide up to five (5) studies they completed within the last ten (10) years prior the solicitation closing date, within the Hydrogen Value Chain.</p> <p>A one-page description of each study may be submitted, including: a brief description and a link to access an electronic copy.</p>	20									
	<table border="1"> <thead> <tr> <th>Points</th> <th>Condition</th> </tr> </thead> <tbody> <tr> <td>20</td> <td>The Bidder has undertaken five (5) or more studies relating to various stages of the hydrogen value chain.</td> </tr> <tr> <td>15</td> <td>The Bidder has undertaken four (4) studies relating to various stages of the hydrogen value chain.</td> </tr> </tbody> </table>		Points	Condition	20	The Bidder has undertaken five (5) or more studies relating to various stages of the hydrogen value chain.	15	The Bidder has undertaken four (4) studies relating to various stages of the hydrogen value chain.			
	Points		Condition								
20	The Bidder has undertaken five (5) or more studies relating to various stages of the hydrogen value chain.										
15	The Bidder has undertaken four (4) studies relating to various stages of the hydrogen value chain.										



Criterion ID	Point Rated Technical Criteria		Maximum Points	Points Awarded	Proposal Page #	Comments				
	10	The Bidder has undertaken three (3) studies relating to various stages of the hydrogen value chain.								
	5	The Bidder has conducted one (1) or two (2) studies relating to various stages of the hydrogen value chain.								
R2	<p><b><u>STAKEHOLDER ENGAGEMENT</u></b></p> <p>The Bidder (bidding team) should demonstrate he has provided professional services to the following stakeholders within the last ten (10) years prior the solicitation closing date:</p> <ul style="list-style-type: none"> <li>• Technology developers;</li> <li>• Energy companies;</li> <li>• Investors;</li> <li>• Sustainability experts; or</li> <li>• Consultants.</li> </ul> <p>*To demonstrate professional services, a project manager/lead may submit a curriculum vitae, professional references and citations to studies, articles, and public presentations.</p> <table border="1" data-bbox="370 1175 1446 1385"> <thead> <tr> <th data-bbox="370 1175 486 1230">Points</th> <th data-bbox="486 1175 1446 1230">Condition</th> </tr> </thead> <tbody> <tr> <td data-bbox="370 1230 486 1385">20</td> <td data-bbox="486 1230 1446 1385">The Bidder has provided professional services on six (6) independent projects.</td> </tr> </tbody> </table>		Points	Condition	20	The Bidder has provided professional services on six (6) independent projects.	<b>20</b>			
Points	Condition									
20	The Bidder has provided professional services on six (6) independent projects.									



Criterion ID	Point Rated Technical Criteria		Maximum Points	Points Awarded	Proposal Page #	Comments		
	15	The Bidder has provided professional services for five (5) stakeholders.						
	10	The Bidder has provided professional services for three (3) or four (4) stakeholders.						
	5	The Bidder has provided professional services for no more than two (2) stakeholders.						
R3	<p><b><u>PROJECT APPROACH / METHODOLOGY</u></b></p> <p>The Bidder's proposed methodology should account for the following:</p> <ul style="list-style-type: none"> <li>• The Bidder should demonstrate, in their own words, an understanding of the scope of work and objectives.</li> <li>• The Bidder should demonstrate how the proposed methodology will lead to successful completion of the project objectives and identify the tasks required to produce a final, high-quality product.</li> <li>• The Bidder should demonstrate their knowledge of the hydrogen value chain, including preliminary issues and opportunities.</li> </ul> <table border="1" data-bbox="338 1365 1432 1406"> <tr> <td data-bbox="338 1365 451 1406">Points</td> <td data-bbox="451 1365 1432 1406">Condition</td> </tr> </table>		Points	Condition				
Points	Condition							



Criterion ID	Point Rated Technical Criteria		Maximum Points	Points Awarded	Proposal Page #	Comments
	20	<p><b>Excellent:</b></p> <ul style="list-style-type: none"> <li>Proposal provides a <u>complete and thorough</u> methodology that addresses all three (3) objectives in the Statement of Work under SW.3.0.;</li> <li>proposal text is clear, easily understood and proposes ideas that are very well developed; and</li> <li>proposal's content is relevant and engaging.</li> </ul>	20			
	15	<p><b>Good:</b></p> <ul style="list-style-type: none"> <li>Proposal provides a <u>good</u> methodology to address the three (3) objectives in the Statement of Work under SW.3.0.;</li> <li>proposal will realistically deliver the project's objectives with acceptable quality and minor adjustments;</li> <li>proposal is generally clear and understood; and</li> <li>proposal has one or less major deficiency and expresses well developed ideas.</li> </ul>				
	10	<p><b>Satisfactory:</b></p> <ul style="list-style-type: none"> <li>Proposal provides a <u>satisfactory</u> methodology to address the three (3) objectives in the Statement of Work under SW.3.0.;</li> <li>proposal requires minor adjustments to realistically deliver the project's objectives with acceptable quality;</li> <li>proposal is, for the most part, clear and understood; and</li> <li>proposal has a few major deficiencies and expresses well developed ideas.</li> </ul>				
	5	<p><b>Poor:</b></p> <ul style="list-style-type: none"> <li>Proposal's methodology and data sources are <u>unsatisfactory</u> or will address one (1) or two (2) objectives in the Statement of Work under SW.3.0.;</li> </ul>				



Criterion ID	Point Rated Technical Criteria		Maximum Points	Points Awarded	Proposal Page #	Comments										
	<ul style="list-style-type: none"> <li>proposal requires major adjustments to realistically deliver the project's objectives with acceptable quality; and</li> <li>proposal is confusing, unclear, or ambiguous.</li> </ul>															
R4	<p><b><u>PRESENTATION EXPERIENCE</u></b></p> <p>The Bidder should demonstrate experience presenting strategic information, analysis, intelligence and advice to Senior Management* about the hydrogen value chain.</p> <p>*Senior Management includes: Executive level equivalent and higher.</p> <table border="1" data-bbox="370 740 1435 1414"> <thead> <tr> <th data-bbox="370 740 481 797">Points</th> <th data-bbox="481 740 1435 797">Condition</th> </tr> </thead> <tbody> <tr> <td data-bbox="370 797 481 956">20</td> <td data-bbox="481 797 1435 956">Within the past five (5) years prior the solicitation closing date the Bidder has presented to senior management on three (3) occasions concerning an aspect of the hydrogen value chain.</td> </tr> <tr> <td data-bbox="370 956 481 1115">15</td> <td data-bbox="481 956 1435 1115">Within the past five (5) years prior the solicitation closing date the Bidder has presented to senior management on two (2) occasions concerning an aspect of the hydrogen value chain.</td> </tr> <tr> <td data-bbox="370 1115 481 1274">10</td> <td data-bbox="481 1115 1435 1274">Within the past five (5) years prior the solicitation closing date the Bidder has presented to senior management no more than on one (1) occasion concerning an aspect of the hydrogen value chain.</td> </tr> <tr> <td data-bbox="370 1274 481 1414">0</td> <td data-bbox="481 1274 1435 1414">Within the past five (5) years the Bidder has not presented to senior management concerning an aspect of the hydrogen value chain.</td> </tr> </tbody> </table>		Points	Condition	20	Within the past five (5) years prior the solicitation closing date the Bidder has presented to senior management on three (3) occasions concerning an aspect of the hydrogen value chain.	15	Within the past five (5) years prior the solicitation closing date the Bidder has presented to senior management on two (2) occasions concerning an aspect of the hydrogen value chain.	10	Within the past five (5) years prior the solicitation closing date the Bidder has presented to senior management no more than on one (1) occasion concerning an aspect of the hydrogen value chain.	0	Within the past five (5) years the Bidder has not presented to senior management concerning an aspect of the hydrogen value chain.	20			
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Criterion ID	Point Rated Technical Criteria	Maximum Points	Points Awarded	Proposal Page #	Comments										
R5	<p><b><u>PROJECT TEAM EXPERIENCE</u></b></p> <p>The Bidder should indicate in his proposal the cumulative years of experience analyzing the hydrogen supply chain held by the Bidder’s project team. The proposal should identify how the previous work experience of project team members relates to the content expectations of this study.</p> <table border="1" data-bbox="338 656 1440 1317"> <thead> <tr> <th data-bbox="338 656 451 711">Points</th> <th data-bbox="451 656 1440 711">Condition</th> </tr> </thead> <tbody> <tr> <td data-bbox="338 711 451 865">15</td> <td data-bbox="451 711 1440 865">Project team members have cumulative years of experience totalling <u>more</u> than 120 months related to the hydrogen value chain.</td> </tr> <tr> <td data-bbox="338 865 451 1019">10</td> <td data-bbox="451 865 1440 1019">Project team members have a cumulative years of experience totalling between 96 months to 120 months related to the hydrogen value chain.</td> </tr> <tr> <td data-bbox="338 1019 451 1174">5</td> <td data-bbox="451 1019 1440 1174">Project team members have cumulative years of experience totalling between 60 months to 95 months related to the hydrogen value chain.</td> </tr> <tr> <td data-bbox="338 1174 451 1317">0</td> <td data-bbox="451 1174 1440 1317">Project team members have cumulative years of experience totalling <u>less</u> than 60 months related to the hydrogen value chain.</td> </tr> </tbody> </table>	Points	Condition	15	Project team members have cumulative years of experience totalling <u>more</u> than 120 months related to the hydrogen value chain.	10	Project team members have a cumulative years of experience totalling between 96 months to 120 months related to the hydrogen value chain.	5	Project team members have cumulative years of experience totalling between 60 months to 95 months related to the hydrogen value chain.	0	Project team members have cumulative years of experience totalling <u>less</u> than 60 months related to the hydrogen value chain.	15			
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0	Project team members have cumulative years of experience totalling <u>less</u> than 60 months related to the hydrogen value chain.														
R6	<b><u>QUALITY OF THE PROPOSAL</u></b>														



Criterion ID	Point Rated Technical Criteria	Maximum Points	Points Awarded	Proposal Page #	Comments										
	<p>The proposal is written and organized in a clear and concise manner, and is easily understood.</p> <table border="1"> <thead> <tr> <th>Points</th> <th>Condition</th> </tr> </thead> <tbody> <tr> <td>5</td> <td><b>Excellent:</b> free from all errors, demonstrates excellent sentence structure and a clear and concise narrative.</td> </tr> <tr> <td>4</td> <td><b>Good:</b> free from all errors but sentence structure could be improved</td> </tr> <tr> <td>3</td> <td><b>Fair:</b> free from most errors.</td> </tr> <tr> <td>2</td> <td><b>Poor:</b> errors distract from the quality of the work.</td> </tr> </tbody> </table>	Points	Condition	5	<b>Excellent:</b> free from all errors, demonstrates excellent sentence structure and a clear and concise narrative.	4	<b>Good:</b> free from all errors but sentence structure could be improved	3	<b>Fair:</b> free from most errors.	2	<b>Poor:</b> errors distract from the quality of the work.	5			
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3	<b>Fair:</b> free from most errors.														
2	<b>Poor:</b> errors distract from the quality of the work.														
Minimum Points Required for Consideration		60													
<b>Total points Available</b>		<b>100</b>													



## APPENDIX “2” - FINANCIAL PROPOSAL FORM

### 1. Firm Price - Milestone Payments

Bidder tendered all-inclusive firm price to perform the work is in Canadian funds, applicable taxes excluded. Any Travel and Living Expenses and other miscellaneous expenses must be included in the firm price.

*The bidder must complete the schedule below indicating the firm proposed amounts for each step according to the indicated percentages.*

Milestone #	Description of Milestone	Due Date	Percentage of Budget	Firm Price (Applicable Taxes Excluded)
1	Milestone 1-4	March 31, 2022	70%	\$ _____
2	Milestone 5-7	May 2, 2022	30%	\$ _____
<b>Total Firm Price for Financial Proposal Evaluation:</b>				\$ _____