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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.



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## 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 and the Basis of Payment.

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

### 1.2 Summary

The purpose of this Request for Proposal (RFP) is to inform Natural Resources Canada on Canada's hydrogen export opportunities and international hydrogen trade policy. Natural Resources Canada (NRCan) is seeking proposals from bidders to develop a hydrogen export strategy tailored to the Canadian context, examining the unique competitive and comparative advantages of becoming a world leader in the production and export of clean hydrogen and related technologies. The strategy and supporting analysis should consider a variety of quantitative and qualitative measures to identify the opportunities and challenges facing Canada in developing its export potential for hydrogen and related applications (e.g., fuel cell technologies). The export strategy will aim to lay the groundwork for the development of the hydrogen export economy in Canada, including the planning and implementation of a new hydrogen supply and distribution infrastructure to support early deployment centers. The use of hydrogen as a clean fuel plays a key role in meeting global greenhouse gas emission reduction targets. Canada has the opportunity to produce large quantities of clean, low-cost hydrogen in addition to its domestic demand, giving it the potential to become a supplier of choice for a new carbon-free energy export product

Period: Date of Contract Award until March 31, 2022 inclusive.



### **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 fifteen (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: [tpsgc.dgareceptiondessoumissions-abbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.dgareceptiondessoumissions-abbidReceiving.pwgsc@tpsgc-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-approvisionnement@NRCan-RNCan.gc.ca](mailto:procurement-approvisionnement@NRCan-RNCan.gc.ca)
- **Under Subsection 2 of Section 20:** Not applicable

### 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-approvisionnement@nrcan-rncan.gc.ca](mailto:procurement-approvisionnement@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 5000063696 - Technical Assessment of the Potential for Hydrogen Export**



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 seven (7) 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 seven (7) 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) in a separate file and document

**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.



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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 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.

### 4.2 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
2. The rating is performed on a scale of 119 points.
3. Bids not meeting (a) or (b) 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 70 % for the technical merit and 30% 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 70%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30%.
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 70/30 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 (70%) and Price (30%)</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>	$115/135 \times 70 = 59.63$	$89/135 \times 70 = 46.15$	$92/135 \times 70 = 47.70$
	<b>Pricing Score</b>	$45/55 \times 30 = 24.55$	$45/50 \times 30 = 27$	$45/45 \times 30 = 30$
<b>Combined Rating</b>		84.18	73.15	77.70
<b>Overall Rating</b>		1st	3rd	2nd



## 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**

There are no security requirements associated with this requirement.



## 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 entitled \_\_\_\_\_, 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

**2010B** (2020-05-28), General Conditions – Professional Services - Medium Complexity, 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).

#### 7.2.2 Supplemental General Conditions

The following clauses apply to this contract:

**4006** (2010-08-16), Contractor to Own Intellectual Property Rights in Foreground Information.

### 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 March 31<sup>st</sup> 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: **Raymond Thai**  
Title: Procurement Specialist  
Organization: Natural Resources Canada  
Address: 580 Booth Street, Ottawa, ON K1A 0E4  
Telephone: 343-543-7427  
E-mail address: [raymond.thai@NRCan-RNCan.gc.ca](mailto:raymond.thai@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 \$ \_\_\_\_\_. Customs duties are excluded 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**

**Single Payment**

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

**7.10 Invoicing Instructions**

Invoices shall be submitted using **one of the following methods:**

<p><u>E-mail:</u></p> <p><a href="mailto:invoiceimaging-servicedimageriedesfactures@nrcan-rncan.gc.ca">invoiceimaging-servicedimageriedesfactures@nrcan-rncan.gc.ca</a></p> <p><b>Note:</b> Attach "PDF" file. No other formats will be accepted</p>
<b>OR</b>
<p><u>Fax:</u></p> <p>Local NCR region: <b>613-947-0987</b></p> <p>Toll-free: <b>1-877-947-0987</b></p> <p><b>Note:</b> Use highest quality settings available.</p>

Please do not submit invoices using more than one method as this will not expedite payment.

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

**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 supplemental general conditions **4006** (2010-08-16) - Contractor to Own Intellectual Property Rights in Foreground Information);
- (c) the general conditions **2010B** (2020-05-28), Professional Services - Medium Complexity;
- (d) Annex "A", Statement of Work;
- (e) Annex "B", Basis of Payment;
- (f) the Contractor's bid dated \_\_\_\_\_, *(to be inserted at contract award)*

## 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 *[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).



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## ANNEX “A” - STATEMENT OF WORK

### SW.1.0 TITLE

Technical Assessment of the Potential for Hydrogen Export

### SW.2.0 Introduction

This RFP is to inform Natural Resources Canada on Canada’s hydrogen export opportunities and on Canada’s international trade policy on hydrogen. Natural Resources Canada (NRCan) is seeking proposals from bidders to assess the potential for hydrogen export tailored to the Canadian context, examining the competitive and comparative advantage of becoming a world leading producer and exporter of clean hydrogen and related technologies. The analysis must assess a variety of quantitative and qualitative measures to understand the opportunities/challenges facing Canada in developing its export potential for hydrogen and related applications (e.g. fuel cell technologies). The focus must be on laying the foundation for the development of a potential hydrogen export economy in Canada, including planning and developing new hydrogen supply and distribution infrastructure to support early deployment. In order to meet global greenhouse gas emissions reduction targets, the utilization of hydrogen as a clean fuel is paramount. Canada has the potential to produce large amounts of low-cost, clean hydrogen in excess of its domestic demand, creating an opportunity for Canada to become a supplier of choice of a new carbon-free energy export commodity.

### SW.3.0 BACKGROUND

Natural Resources Canada’s (NRCan) Fuel Diversification Division has been working with stakeholders from across the private sector, governments at all levels, academia, and Indigenous organizations to inform the development of an [Hydrogen Strategy for Canada](#). The next phase of the Hydrogen Strategy for Canada is its implementation. One of the early actions required is determining the export potential of Canada’s hydrogen resources. The analysis must be conducted to inform Canada’s hydrogen export potential.

The Hydrogen Strategy highlights 8 unique action items to achieve these goals, including utilizing our unique competitive and comparative advantages to become a world-leading producer and exporter of clean hydrogen, as well as hydrogen technologies, equipment and services. The Strategy also highlights opportunities for Canada to lever its world-class hydrogen industry, vast natural gas and petroleum reserves and low emitting electricity grid to grow large-scale clean hydrogen production across the country. This hydrogen can be used to complement other low carbon fuels, and electrification to decarbonize hard to abate sectors of the economy (i.e. freight, heavy industry, heat). Canada has the potential to produce large amounts of low-cost, clean hydrogen in excess of its domestic demand, creating an opportunity for Canada to become a supplier of choice of a new carbon-free energy export commodity.

The focus of the next five years will be on laying the foundation for the hydrogen economy in Canada, including planning and developing new hydrogen supply and distribution infrastructure to support early deployment.

Canada has been a pioneer in the fuel cell technology more than 40 years and is home to some of the world’s leading hydrogen companies. Canada is seen as a hub for technical expertise, intellectual property, and leading products and services. Canadian technology is used in a vast majority of applications worldwide.



The Hydrogen Strategy for Canada has identified five key markets as potential export markets for Canada: The USA, Japan, South Korea, China and the European Union. Additional analysis is required in order to fully realize the Canada's hydrogen export potential.

Results of this work must support the following priorities for Canada:

- Implementation of the Hydrogen Strategy for Canada
- Developing and promoting Canada's hydrogen advantage abroad
- Assessing the potential for hydrogen export which may support establishing a domestic multi-billion hydrogen export economy by 2050.
- Explore the prospects of attracting foreign direct investment throughout the hydrogen supply chain
- Accelerating advancements in hydrogen production while ensuring global codes and standards are harmonization for commercial export.
- Positioning Canadian companies to showcase their products and expertise in international markets for export and to attract foreign direct investment.

#### **SW.4.0 OBJECTIVES**

The objective of this RFP is to inform NRCan on Canada's hydrogen export opportunities and Canada's international trade policy on hydrogen. Key markets, technologies, and policies require an in-depth analysis following release of the Hydrogen Strategy for Canada, with the goal of evaluating potential opportunities for export in parallel to establishing a vibrant domestic market. This work will feed into the International Partnership for Hydrogen and Fuel Cells in the Economy (IPHE) and support work with Global Affairs Canada and Invest in Canada. In particular, this work must include the following objectives:

##### Objective 1: Provide a Hydrogen Export Analysis

The Contractor may include the following suggested elements to meet this objective:

- identify key short and medium term opportunities for hydrogen export, along with barriers to developing a Canadian hydrogen export market
- determine key hydrogen export destinations for future Canadian supply,
- conduct a literature review of existing global trade policies (incl. standards, codes, technical regulations) and Foreign Direct Investment (FDI) attraction on initiatives on hydrogen
- examine opportunities and challenges to growing Canada's export potential for hydrogen, including identifying key priority markets areas, and where Canada can excel in hydrogen innovation
- conduct an analysis of policies and regulations from other countries that encourage the use of hydrogen technologies (low carbon fuel regulations, carbon pollution pricing, vehicle emissions regulation, etc.) to assess export opportunities by country
- perform a sector analysis identifying gaps in the hydrogen ecosystem that cannot be filled by domestic growth, thereby identifying where FDI would be required to fill gaps
- perform an analysis of Canada's competitors' activities to promote and attract hydrogen investment. (e.g. funding)
- identify opportunities on how Canada can continue to lead in hydrogen technologies and services exports and position itself to take advantage of future global hydrogen demand
- develop a series of information materials and tools to help promote Canada's hydrogen advantages, attract direct foreign investment, and to help trade commissioners abroad promote Canada's Hydrogen Strategy.



### Objective 2: Provide a Feedstock Analysis

The Contractor may include the following suggested elements to meet this objective:

- perform an examination of most likely domestic source of feedstock (including ammonia) for the hydrogen export hubs.
- perform a study of Canada's comparative global advantage in accessible feedstock to produce hydrogen compared to our global competitors, including Canada's existing CCUS capacity
- examine the carbon intensity foreign buyers are seeking (e.g. are they looking for any hydrogen, or low-carbon hydrogen or ammonia) to decarbonize their energy systems. What level of low-carbon are these countries willing to accept in terms of carbon intensity numbers (g CO<sub>2</sub> e.g., /MJ)
- examine the costs of producing hydrogen/ ammonia and its delivery to markets, versus what the overseas markets are expecting to pay for the commodities (e.g.) large-scale hydrogen transportation by ship is expensive and challenging, so cost and technical pathway will need to be considered.

### Objective 3: Analysis on Enabling Infrastructure

The Contractor may include the following suggested elements to meet this objective:

- recommend infrastructure provisions required to move hydrogen from production to export by examining the Canadian hydrogen supply chain and export infrastructure gaps, required investments, and potential challenges to gaining public support. This analysis should include services, suppliers, transportation and labor considerations
- conduct an assessment of the viability and costs of existing and emerging approaches for exporting hydrogen from Canada to international markets (incl. leveraging existing and planned pipelines, expanding/augmenting LNG export terminals), and survey of potential relevant export projects in Canada (proposed, FIDs, under construction, etc.).
- examine the development of potential hydrogen export hubs in key Canadian ports (e.g. Vancouver, Montreal, St. Johns)
- develop regional blueprints, in cooperation with impacted provinces, in order to illustrate the potential for exporting Canadian hydrogen.
- develop a working plan in tandem with stakeholders and industry to highlight and leverage Canada's strengths and innovation to sustain Canada's competitive advantage and global leadership role.



**SW.5.0 PROJECT REQUIREMENTS**

**SW.5.1 Tasks, Deliverables and Schedule**

Tasks/Activities	Deliverables	Time Schedule
<p><u>Project Kickoff, Work planning &amp; Progress Meetings</u></p>	<p>The contractor must present their proposed project approach to the Technical Authority.</p> <p>The contractor must also formally introduce the Project Lead/Manager, the Subject Matter Expert and their team.</p> <p>The Contractor must schedule a kick-off meeting by videoconference within ten (10) business days of contract award. The kickoff meeting agenda will include a discussion about the contractor’s work plan, and project schedule. The Contractor must update the workplan and project schedule with any changes agreed to during the meeting and submit an updated work plan within five (5) business days following the kickoff meeting.</p> <p>In addition, the Contractor must schedule bi-weekly progress meetings with the technical authority for providing project updates and interim results. The Contractor must submit minutes of all meetings to the Technical Authority (TA) within two (2) working days of the meeting for acceptance.</p>	<p>Within ten (10) business days</p> <p>Progress meeting on a bi-weekly basis</p>
<p>Research and Analysis</p>	<p>Contractor must research the following points (as well as any others that are suitable) to address the objectives in SW 3.0:</p> <ol style="list-style-type: none"> <li>I. Conduct a literature review of global trade policies in hydrogen as jurisdictions continue to evolve and establish international trade rules on hydrogen exports, including a summary of relevant standards and codes</li> <li>II. Assess the viability and costs of existing and emerging approaches for exporting hydrogen from Canada to international markets (incl. repurposing export terminals)</li> </ol>	<p>Ongoing</p>



	<ul style="list-style-type: none"> <li>III. Survey the emerging hydrogen export projects in Canada (proposed, FIDs, under construction, etc.).</li> <li>IV. Determine the key hydrogen export destinations for future Canadian supply.</li> <li>V. Conduct research on Canada’s comparative global advantage with our abundant feedstock (solar, wind, hydro, natural gas etc.) to produce hydrogen compared to our global competitors. Identify supply chain and infrastructure gaps and challenges to overcome</li> <li>VI. Examine the most likely domestic source of feedstock for the hydrogen export hubs.</li> <li>VII. Examine the carbon intensity of hydrogen sought by foreign buyers.</li> <li>VIII. Highlight areas where Canada is leading and lagging in comparison to our international trade competitors and partners.</li> <li>IX. Examine the cost of Canadian produced hydrogen/ ammonia that can be delivered to global market</li> </ul>	
<p><b>Engagement with industry through the development of a series of thematic workshops.</b></p>	<p>The contractor must engage with industry (private companies, producers, associations) and end-users (academia, not-profit organizations, operators, stakeholders etc.) to understand their hydrogen export ambitions, challenges and opportunities for the export of hydrogen as well as infrastructure challenges and the technological maturity throughout the value chain. In doing so the contractor must:</p> <ul style="list-style-type: none"> <li>i. Develop a thorough understanding of the current state of awareness and interest in exporting hydrogen energy.</li> <li>ii. Gather intelligence on commercial and industrial plans for hydrogen export and import (global stakeholders/port authorities.)</li> <li>iii. Engage with Provinces and on strategies for the export of hydrogen.</li> <li>iv. Identify key international markets throughout the Canadian hydrogen value chain.</li> </ul>	<p>Ongoing</p>



	<p>v. Provide additional information and knowledge, including:</p> <ul style="list-style-type: none"><li>○ Investments by government and industry to date</li><li>○ Number of jobs that could be created (forecast)</li><li>○ Number and location of potential projects across Canada</li><li>○ Projects in plan or underway</li></ul> <p>Note: Strong collaboration with federal and provincial governments, as well as across industry and academia will be required.</p>	
<p><u>Draft Report &amp; Presentation</u></p>	<p>The Contractor must prepare a draft report and draft presentation that include the results of the literature review, and stakeholder interviews. The report must outline key pillars in the development of a technical economic assessment of the potential for hydrogen export, along with preliminary recommendations.</p> <p>The contractor must provide these to the Technical Authority for comment. The Technical authority will review and comment on the draft report and presentation within ten (10) business days or as agreed to.</p> <p>The Contractor must address the Technical Authority's comments provided on the draft report and provide an amended report within five (5) business days.</p>	<p>By February 28, 2022</p>
<p><u>Final Report &amp; Presentation</u></p>	<p>The Contractor must address the Technical Authority's comments provided on the draft presentation and deliver a final report and a final PowerPoint presentation to the Technical Authority. This presentation must include key findings and recommendations contained in the final report. This presentation must be provided within 1 week after Technical Authority approval of the final report, and must be completed by videoconference.</p>	<p>At the latest by March 20, 2022.</p>



## **SW.5.2 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 using Microsoft Applications or Adobe pdf formats to the Project Authority.

## **SW.5.3 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.6.0 OTHER TERMS AND CONDITIONS OF THE SOW**

### **SW.6.1 Contractor's Project Resources**

At a minimum, the Contractor MUST provide a resource team that includes the following:

- One (1) Project Lead/Manager with experience in the hydrogen industry or in the energy sector at large
- One (1) Export Strategy Subject Matter Expert.

### **SW.6.2 Contractor's Obligations**

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

- Submit all written reports in electronic Microsoft Office Word format;
- Participate in bi-weekly video conferences.

### **SW.6.3 NRCan's Obligations**

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

### **SW.6.4 Language of Work**

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

### **SW.6.5 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 reports must be delivered to NRCan.



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

*(to be completed at contract award)*



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## 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 #
M1	<p><b>Resource Requirements</b></p> <p>The Bidder <b>MUST</b> propose by name the following resources :</p> <ol style="list-style-type: none"><li>1. At least one (1) Project Lead/Manager (see M2);</li><li>2. At least one (1) Technical Economic Assessment of Potential for Export of Hydrogen - Subject Matter Expert (see M3);</li></ol> <p>Additional resources/individuals may be assigned by the Bidder in order to meet the contract objectives. An alternative team composition can also be proposed as long as a Project Lead/Manager and a Subject Matter Expert are also included in the team composition.</p> <p>The Bidder <b>MUST</b> include within their proposal a detailed curriculum vitae (CV) for each proposed resource named in their proposal. We recommend that the detailed CV of each human resource do not exceed 10 pages.</p> <p>Each CV <b>MUST</b> include the following:</p> <ol style="list-style-type: none"><li>a. A detailed description of the proposed resource’s work experience (indicated in years and months) in the provision of market analysis;</li><li>b. Educational and professional designation attainments, and all other academic credentials; and</li><li>c. English and French language capabilities (reading, written and oral).</li></ol> <p>Canada reserves the right to request references from a bidder to conduct a reference check to verify the accuracy of the information provided.</p>	



Criterion ID	Mandatory Criteria	Proposal Page #
<p><b>M2</b></p>	<p><b>Project Lead/ Manager</b></p> <p>The Bidder <b>MUST</b> identify projects for the proposed Project Lead/Manager which substantiate that the Project Lead/Manager has a minimum of five (5) years experience in providing services in the hydrogen industry or in the energy sector. These projects <b>MUST</b> relate to contracts in progress or successfully concluded not more than 10 years before the issuance of this Request for Proposal (RFP).</p> <p>For each project, the Bidder <b>MUST</b> include:</p> <ul style="list-style-type: none"> <li>a. Name of client organization;</li> <li>b. Brief description of the project including scope, objectives, and results.</li> </ul> <p>Canada reserves the right to request references from a bidder to conduct a reference check to verify the accuracy of the information provided</p> <p>The Bidder <b>MUST</b> also provide a summary table or chart to show how the Project Lead/Manager has accumulated the required five (5) years of non-overlapping experience.</p>	
<p><b>M3</b></p>	<p><b>Technical Economic Assessment of the Potential for Export of Hydrogen - Subject Matter Expert</b></p> <p>The proposed resource for the role of Subject Matter Expert <b>MUST</b> have at least five (5) years of non-overlapping experience in the natural resource export industry, as well as experience in undertaking and developing a technical economic assessment. These projects <b>MUST</b> relate to contracts either in progress or successfully concluded not more than ten (10) years before the issuance of this Request for Proposal (RFP). The Bidder <b>MUST</b> provide project examples and a description of work experience.</p> <p>For all projects examples provided, the Bidder <b>MUST</b> include the following:</p> <ul style="list-style-type: none"> <li>a. Name of client organization;</li> <li>b. Brief description of the project including scope, objectives, and results.</li> </ul> <p>Canada reserves the right to request references from a bidder to conduct a reference check to verify the accuracy of the information provided</p> <p>The Bidder <b>MUST</b> also provide a summary table or chart to show how the Subject Matter has accumulated the required five (5) years of non-overlapping experience.</p>	



**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:

Item	Point Rated Technical Criteria	Points Breakdown	Maximum Points
<p><b>RC1</b></p>	<p><b>Methodological approach</b></p> <p>The Bidder’s proposal <b>should</b> propose a methodological approach, along with the elements that will be considered to achieve the three (3) objectives in section 4.0 of the Statement of Work.</p> <p>Objective 1: Hydrogen Export analysis</p> <p>Objective 2: Feedstock analysis</p> <p>Objective 3: Analysis on enabling infrastructure</p> <p>Note that bidder can propose elements other than those mentioned in the Statement of Work for each objectives.</p>	<p><b>10 points</b> – The methodological approach includes a detailed description of each elements that will be considered and corresponding steps that will be undertaken to meet each objectives of the Statement of Work.</p> <p><b>6 points</b> – Two (2) out of the three (3) objectives are addressed.</p> <p><b>3 points</b> – One (1) out of the three (3) objectives are addressed.</p> <p><b>0 points</b> – There is no methodological approach and/or the methodological approach is lacking one (or more) of the objectives.</p>	<p><b>10</b></p>



<p><b>RC2</b></p>	<p><b>Project Team Experience</b></p> <p>The Bidder’s proposal <b>should</b> demonstrate that the proposed resources have work experience directly related to the project requirement. The experience should have been acquired within the last ten (10) years.</p> <p>Points will be allocated for experience for the following <b>four (4) components</b>:</p> <ul style="list-style-type: none"> <li>a) Experience in either the following: <ul style="list-style-type: none"> <li>i. Experience in developing a technical economic export analysis OR</li> <li>ii. Experience in the clean energy sector and/or energy distributions systems.</li> </ul> </li> <li>b) Experience in building an inventory and detailed profile/assessment of companies within a specific industry in Canada.</li> <li>c) Experience in conducting analysis of export markets for Canadian companies and assessing the competitive position of Canadian companies in the global market.</li> <li>d) Experience in conducting economic analysis.</li> </ul> <p>Each project submitted for this rated requirement should be summarized in written project summaries with the following information:</p> <ul style="list-style-type: none"> <li>• The name of the client organization;</li> <li>• Project title;</li> <li>• Month/year and duration of the project;</li> <li>• The dollar value of the project</li> <li>• A brief description of the contract including scope, objective, methodology and results</li> </ul>	<p>Distribution of points as per the <b>four (4) components</b>:</p> <ul style="list-style-type: none"> <li>a) To be awarded as follows to a maximum of 20 points. <ul style="list-style-type: none"> <li>i. 2 points per year of experience up to a maximum of 20 points.</li> </ul> OR <ul style="list-style-type: none"> <li>ii. 2 points per year of experience up to a maximum of 12 points.</li> </ul> </li> <li>b) 2 points per year of experience up to a maximum of 20 points.</li> <li>c) 2 points per year of experience up to a maximum of 20 points.</li> <li>d) 2 points per year of experience up to a maximum of 20 points.</li> </ul> <p>Example:</p> <p>A Bidder with five (5) years of experience for Component a (i.) - Experience in developing a technical economic export analysis, would be awarded ten (10) points.</p> <p>A Bidder with four and a half (4.5) years of experience for Component a (i.) - Experience in developing a technical economic export analysis, would be awarded eight (8) points.</p>	<p style="text-align: center;"><b>80</b></p>
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	<ul style="list-style-type: none"><li>• The name and role of each of the project resources involved;</li></ul> <p>All of the project summaries should be summarized in a table with the following information:</p> <ul style="list-style-type: none"><li>• The <b>component</b> under which the project summaries are being evaluated;</li><li>• The name of the project;</li><li>• The page in the proposal where the project summary can be located;</li><li>• The name of the resources involved;</li><li>• The non-overlapping experience gained by each resource for this scoring category.</li></ul>		
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<p><b>RC3</b></p>	<p><b>Research and Analysis</b></p> <p>The Bidder’s proposal <b>should</b> include at the minimum one (1) of the following nine (9) elements identified in the tasks section of the Statement of Work:</p> <ul style="list-style-type: none"> <li>I. Conducting a literature reviews of global trade policies in hydrogen as jurisdictions continue to evolve and establish international trade rules on hydrogen exports, including a summary of relevant standards and codes</li> <li>II. Assessing the viability and costs of existing and emerging approaches for exporting hydrogen from Canada to international markets (incl. repurposing export terminals)</li> <li>III. Surveying the emerging hydrogen export projects in Canada (proposed, FIDs, under construction, etc.).</li> <li>IV. Determining the key hydrogen export destinations for future Canadian supply.</li> <li>V. Conducting research on Canada’s comparative global advantage with our abundant feedstock (solar, wind, hydro, natural gas etc.) to produce hydrogen compared to our global competitors.</li> <li>VI. Examining domestic source of feedstock for the hydrogen export hubs.</li> <li>VII. Examining the carbon intensity of hydrogen sought by foreign buyers.</li> <li>VIII. Identifying areas where Canada is leading and lagging in comparison to our international trade competitors and partners.</li> <li>IX. Examining the cost of Canadian produced hydrogen/ ammonia that can be delivered to global market</li> </ul>	<p>Bidders will be allocated points based on identifying and describing each steps that will be taken for each elements as identified in the tasks section of the Statement of Work (maximum 1 points per element up to a maximum of 9 points).</p> <p><b>9 points</b> = All nine (9) elements addressed</p> <p><b>8 points</b> = Eight (8) elements addressed</p> <p><b>7 points</b> = Seven (7) elements addressed</p> <p><b>6 points</b> = Six (6) elements addressed</p> <p><b>5 points</b> = Five (5) elements addressed</p> <p><b>4 points</b> = Four (4) elements addressed</p> <p><b>3 points</b> = Three (3) elements addressed</p> <p><b>2 points</b> = Two (2) elements addressed</p> <p><b>1 point</b> = One (1) element addressed</p> <p><b>0 point</b> = No elements addressed.</p>	<p style="text-align: center;"><b>9</b></p>
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<p><b>RC4</b></p>	<p>Bidder <b>should</b> propose and engage with industry through the development of a series of thematic workshops including the following five (5) elements (Statement of Work section 5.0):</p> <ul style="list-style-type: none"> <li>i. Developing a thorough understanding of the current state of awareness and interest in exporting hydrogen energy.</li> <li>ii. Gathering intelligence on commercial and industrial plans for hydrogen export and import.</li> <li>iii. Engaging Provinces on strategies for the export of hydrogen.</li> <li>iv. Identifying key international markets throughout the Canadian hydrogen value chain.</li> <li>v. Providing additional information and knowledge, including: <ul style="list-style-type: none"> <li>o Investments by government and industry to date</li> <li>o Number of jobs created (forecast)</li> <li>o Number and location of potential projects across Canada</li> <li>o Projects in plan or underway</li> </ul> </li> </ul>	<p>Bidders will be allocated points based on identifying and describing each of the elements listed (maximum 2 points per element) up to a maximum of 10 points.</p> <p><b>10 points</b> = All five (5) elements addressed.</p> <p><b>8 points</b> = Four (4) elements addressed.</p> <p><b>6 points</b> = Three (3) elements addressed.</p> <p><b>4 points</b> = Two (2) elements addressed.</p> <p><b>2 points</b> = One (1) element addressed.</p> <p><b>0 point</b> = No elements addressed.</p>	<p><b>10</b></p>
<p><b>RC5</b></p>	<p><b>Project Timeline</b></p> <p>The Bidder’s proposal <b>SHOULD</b> include and propose a timeline to achieve the objectives in the Statement of Work.</p>	<p><b>10 points</b> - Bidder’s proposal provides a detailed timeline to meeting the project’s objectives, as stated in the Statement of Work.</p> <p><b>0 points</b> – There is no timeline and/or the timeline is not meeting objectives and/or timeline is not meeting the final March 20, 2022 completion deadline.</p>	<p><b>10</b></p>
<p style="text-align: right;"><b>Total points available</b></p>			<p><b>119</b></p>



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## APPENDIX "2" - FINANCIAL PROPOSAL FORM

### Firm Price

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

Description	Firm Price (Applicable Taxes Excluded)
As per the Tasks and Deliverables detailed under Annex « A » - Statement of Work under SW.5.1	\$ _____
<b>Total Firm Price for Financial Proposal Evaluation</b> (Taxes Extra):	\$ _____