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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:

Annex A - Statement of Work,

Annex B - Basis of Payment

The Appendixes include:

Appendix 1 - Evaluation Criteria,

Appendix 2 - Financial Proposal Form.

1.2 Summary

By means of the RFP, Natural Resources Canada (NRCan) is seeking proposals from bidders for a study on the production, consumption, and cost of clean hydrogen derived from natural gas (with carbon abatement) in Canada, and its effect on natural gas supply and demand. This will build on analysis done to support the Hydrogen Strategy for Canada, and require reviewing existing literature as well as original analysis, forecast, and modelling. The project should focus on hydrogen derived from natural gas with carbon capture and storage (CCS). The result of this project will also help advance understanding of the impact of the future demand for hydrogen on natural gas production and consumption.

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 entirely**
[Remove “Delete entirely” and insert the following text if bids can be submitted by epost Connect.](#)
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, 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
- **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: 90 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-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-5000063856 - Study on the supply, demand, and cost of hydrogen derived from natural gas

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.

2.6 Basis for Canada's Ownership of Intellectual Property

Natural Resources Canada has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, on the following reasons: as set out in the [Policy on Title to Intellectual Property Arising Under Crown Procurement Contracts](#)

Where the main purpose of the Crown Procurement Contract, or the deliverables contracted for, is:

- *To generate knowledge and information for public dissemination.*



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)

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 should be shown separately.

Exchange Rate Fluctuation

[C3011T](#) (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications

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



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 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; 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 **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).

Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)				
		Bidder 1	Bidder 2	Bidder 3
Overall Technical Score		115/135	89/135	92/135
Bid Evaluated Price		\$55,000.00	\$50,000.00	\$45,000.00
Calculations	Technical Merit Score	$115/135 \times 70 = 59.63$	$89/135 \times 70 = 46.15$	$92/135 \times 70 = 47.70$
	Pricing Score	$45/55 \times 30 = 24.55$	$45/50 \times 30 = 27$	$45/45 \times 30 = 30$
Combined Rating		84.18	73.15	77.70
Overall Rating		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>), all bidders must provide with their bid, **if applicable**, the Integrity declaration form available on the Forms for the Integrity Regime 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>), 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.



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 OR Requirement

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](#) (2021-12-02), 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 and form part of this contract:

[4007](#) (2010-08-16), Canada 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.

7.4 Security Requirements

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 16, 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: **Andrea Berthelet**
Title: Procurement Specialist
Organization: Natural Resources Canada
Address: 580 Booth Street
Ottawa, ON K1A 0E4
Telephone: 343-543-7092
E-mail address: andrea.berthelet@nrca-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 A 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 using **the following method**:

E-mail:

invoiceimaging-servicedimageriedesfactures@nrcan-rncan.gc.ca

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

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: _____

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 **4007** (2010-08-16) - Canada to Own Intellectual Property Rights in Foreground Information;
- c) the general conditions **2010B** (2021-12-02), General Conditions – Professional Services - Medium Complexity;
- d) Annex A, Statement of Work;
- e) Annex B, Basis of Payment;
- f) 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.



ANNEX A - STATEMENT OF WORK

SW.1.0 TITLE

Study on the supply, demand, and cost of hydrogen derived from natural gas.

SW.2.0 BACKGROUND

In December 2020, Natural Resources Canada launched the [Hydrogen Strategy of Canada](#), which lays out an ambitious framework of actions, through the expansion, production and use of hydrogen that Canada could consider to contribute to our net-zero emissions goal by 2050. The Strategy highlights 8 thematic sets of recommendations, to lay the foundation to seizing the economic and environmental opportunities presented by hydrogen, including actions related to expanding domestic production, distribution, and use of hydrogen including opportunities for hydrogen produced from natural gas, with carbon abatement.

While hydrogen is already being used in some industrial sectors as a raw material or input within their process operation, the production and use of hydrogen on an economy-wide scale are still at a nascent stage. Therefore, there are some knowledge gaps, including as it relates to the intersection between clean hydrogen and natural gas, such as the effect of future demand for hydrogen on natural gas production and use.

Although studies on the production, consumption, and cost of hydrogen derived from natural gas (with carbon abatement) exist, most of these studies do not provide detailed analysis on the domestic, Canadian context. Additionally, most of these studies do not compare the effects of future demand for hydrogen on natural gas based on different policy and market outlooks. A better understanding of the potential production, consumption, and cost of clean hydrogen derived from natural gas (with carbon abatement) in Canada is required to build on work done through the Hydrogen Strategy for Canada, in order to further identify potential to leverage Canada's natural gas resources and infrastructure to support our hydrogen objectives.

The near-term focus of the implementation of the Hydrogen Strategy will be on laying the foundation for the hydrogen economy in Canada, including planning and developing new hydrogen supply and distribution infrastructure. The study areas in this statement of work will help inform some of these actions.

SW.3.0 OBJECTIVES

The objective of this project is to study the production, consumption, and cost of clean hydrogen derived from natural gas (with carbon abatement) in Canada, and its effect on natural gas supply and demand. This will build on analysis done to support the Hydrogen Strategy for Canada, and require reviewing existing literature as well as original analysis, forecast, and modelling. The project should focus on hydrogen derived from natural gas with carbon capture and storage (CCS). The result of this project will also help advance understanding of the impact of the future demand for hydrogen on natural gas production and consumption.



The work conducted under this project will consist of the following key components:

1. **Hydrogen policy scenarios:**
Identify domestic and international low/medium/high hydrogen demand/deployment scenarios for 2025/30/40/50, building on the scenarios outlined in the Hydrogen Strategy. A low hydrogen policy scenario refers to minimal policy and market support for advancing hydrogen production and consumption, while a high policy scenario refers to a high degree of support.
2. **Production forecast:**
Literature review and original analysis/forecast on the **current and future domestic production and international supply of clean hydrogen derived from natural gas with carbon abatement**, based on low/medium/high demand/deployment scenarios for 2025/30/40/50.
3. **Demand Forecast:**
Literature review and original analysis/forecast on the **current and future domestic and international demand for clean hydrogen derived from natural gas with carbon abatement**, based on low/medium/high demand/deployment scenarios for 2025/30/40/50.
4. **Impact on Canadian Natural Gas:**
Original forecast on the impact of **future clean hydrogen demand on domestic Canadian natural gas production and consumption**, based on low/medium/high demand/deployment scenarios for 2025/30/40/50.
5. **Production/Market Costs:**
Literature review and original analysis/forecast on the current and future **production and market cost of clean hydrogen derived from natural gas with carbon abatement**, based on low/medium/high demand/deployment scenarios for 2025/30/40/50, in Canada, United States, Europe, and Asia.
6. **Final Report:**
Draft a final report, which includes an executive summary as well as:
 - a) Outlining methodologies employed;
 - b) Summarizing literature reviews, analyses, and forecasts;
 - c) Highlighting key findings and considerations for governments and industry in Canada;
 - d) Providing sources for data, potential caveats and removed or missing information as well as how analyses were done, including assumptions made; and
 - e) A formal summary PowerPoint presentation covering the objectives, summary, results and key findings must be submitted with the final report and must also be presented virtually via a PowerPoint presentation to NRCan, which will include a questions and answers period.



SW.4.0 PROJECT REQUIREMENTS

SW.4.1 Tasks

1. Attend kick-off meeting with the Project Contractor.
2. Project Contractor will conduct a literature review on:
 - a. The current and future domestic production and international supply of hydrogen derived from natural gas.
 - b. The current and future domestic and international demand for hydrogen derived from natural gas.
 - c. The current and future production and market cost of hydrogen derived from natural gas.
 - d. The current and future impact of hydrogen demand on domestic Canadian natural gas production and consumption.
 - e. The Project Contractor will also identify domestic and international low/medium/high hydrogen demand/deployment scenarios for 2025/30/40/50. A high hydrogen policy scenario refers to a high degree of support for hydrogen and an ambitious demand outlook for the advancement of hydrogen.
 - f. The Project Contractor will prepare a short synopsis of the outcomes of this task for NRCan's review.
3. Project Contractor will conduct its own original analysis, forecast, and modelling, in order to determine the potential:
 - a. Future domestic production and international supply of hydrogen derived from natural gas, based on low/medium/high scenarios for 2025/30/40/50.
 - b. Future domestic and international demand for hydrogen derived from natural gas, based on low/medium/high scenarios for 2025/30/40/50.
 - c. Future production and market cost of hydrogen derived from natural gas, based on low/medium/high scenarios for 2025/30/40/50, in Canada, United States, Europe, and Asia.
 - d. Impact of future hydrogen demand on domestic Canadian natural gas production and consumption, based on low/medium/high scenarios for 2025/30/40/50.
 - e. The Project Contractor will prepare a short synopsis of the outcomes of this task for NRCan's review.
4. Project contractor to prepare a full draft report of its findings, key considerations for governments and industry in Canada, and options for governments and industry in Canada to advance the production, use, and competitiveness (competitiveness against international regions) of hydrogen derived from natural gas in Canada. NRCan to review the Draft Report and provide amendment/changes within two weeks.
5. Project Contractor to also provide a draft presentation of key findings and outcomes to NRCan.
6. Project Contractor to incorporate NRCan design changes and provide a final version of the report to NRCan. Project Contractor to also provide a final presentation of the report to NRCan, which may occur following project close-out.
7. Project Contractor to conclude all project work and submit all relevant background information/data collected during the project.



SW.4.2 Tasks, Deliverables, Milestones and Schedule

Milestone	No.	Tasks/Activities	Deliverables	Estimated Timeline (TBC at time of contract award*)
Milestone 1 (6 weeks)	1.	Project Kick-off <i>(As per SW.4.1 above)</i>	N/A	Within 1 week of contract award
	2.	Literature Review and Original Analysis <i>(As per SW.4.1 above)</i>	Contractor to provide a presentation and written synopsis of abbreviated, preliminary outcomes of literature review and analysis to the Project Authority	3 weeks from award of contract
	3.	Analysis and Original Forecast <i>(As per SW.4.1 above)</i>	Contractor to provide a presentation and a written synopsis of abbreviated, preliminary outcomes, analysis, and forecast to the Project Authority	6 weeks from award of contract
Milestone 2 (2 weeks)	4.	Draft Report <i>(As per SW.4.1 above)</i>	Submission of full draft report and presentation of key findings and outcomes	8 weeks from award of contract (At the latest by March 28, 2022)
Milestone 3 (6 weeks)	5.	NRCan Review <i>(As per SW.4.1 above)</i>	Project Authority to provide comments, questions, and amendments to Contractor	2 weeks from Task 4
	6.	Final Report and Final Presentation <i>(As per SW.4.1 above)</i>	Final Report and Final Presentation	3 weeks from Task 5
	7.	Submission of all relevant background information <i>(As per SW.4.1 above)</i>	Submission of all relevant background information and data collected during the project	1 week from Task 6 (By mid-May, 2022)

*Timeline will be adjusted and confirmed prior to contract award.



SW.4.2 Reporting Requirements

The contractor will be required to meet with the Project Authority on a regular basis (prior to commencement of each task and on an as needed basis). The contractor may be asked to present their work during the duration of the contract. All relevant documents and content can be sent electronically in Microsoft Office application formats to the Project Authority (NRCan). Short written updates or the draft in progress may be requested in advance of these meetings. Meetings will be held virtually on Microsoft Teams.

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 and 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 useful background data used in compiling the report;
- Attend meeting with stakeholders (federal departments), this will be done if necessary (i.e. further clarification is required);
- Participate in bi-weekly teleconferences; and/or videoconferences (or more frequently as needed).

SW.5.2 NRCan's Obligations

- Provide access to departmental library, government and departmental policies and procedures, publications, reports, studies, etc.;
- Provide comments on draft reports within ten (10 working days); and
- Provide other reasonable 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 to NRCan, Booth Street Complex, Ottawa, ON.

SW.6 Accessibility

The final product must be delivered to NRCan in Microsoft Word and Adobe pdf format with accessibility features utilized/enabled.

If the final product will be published on the NRCan website, NRCan will enable accessibility features.



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>The Bidder MUST have considerable past experience* in conducting studies related to the examination of issues related to the intersection between hydrogen <u>and</u> natural gas, within the domestic <u>and</u> international context. Technical-<u>and</u>, market-, <u>and</u> policy-related issues MUST be a primary area of focus, in these studies. Technical-, market-, <u>and/or</u> policy-related issues can be demonstrated through separate studies as long as they are the primary area of focus and related to the examination of issues related to the intersection between hydrogen <u>and</u> natural gas, within the domestic <u>and</u> international context.</p> <p>*Considerable past experience is defined as having undertaken two or more projects related to the subjects above in the last five years.</p> <p>Note – To be further evaluated under criteria R1</p>		
M2	<p>The Bidder MUST demonstrate extensive technical, market, and policy knowledge** of hydrogen production, transportation, and consumption, including as it relates to hydrogen blended with natural gas.</p> <p>**Extensive technical, market, and policy knowledge is defined as having 3 or more years of direct experience related to the topics above.</p>		
M3	<p>The Bidder MUST demonstrate extensive technical, market, and policy knowledge** of natural gas systems and supply chains, particularly within the Canadian context.</p> <p>**Extensive technical, market, and policy knowledge is defined as having 3 or more years of direct experience related to the topics above.</p>		
M4	<p>The Project Team MUST have considerable cumulative past experience*** in undertaking studies of a complexity comparable to that proposed in this Statement of Work for national or sub-national governments (e.g. Provincial or Territorial Governments).</p> <p>***Considerable cumulative past experience is defined as having undertaken two or more projects related to M1, M2, <u>and</u> M3 in the last five years</p> <p>Note – To be further evaluated under criteria R2</p>		



Criterion ID	Mandatory Criteria	Proposal Page #	Pass/Fail
M5	<p>The proposal MUST include a detailed work plan for the entire study, which includes an explanation for the role and tasks of each Project Team or Consortium member and identifies the Project Leader for the Team or Consortium.</p> <p>Note – To be further evaluated under criteria R3</p>		
M6	<p>The proposal MUST provide an approach to achieving the objectives and tasks outlined in this Statement of Work.</p> <p>Note – To be further evaluated under criteria R3 and R4</p>		
M7	<p>The proposal MUST be No longer than 25 pages in length.</p> <p>The following formatting option for the proposal is SUGGESTED:</p> <ul style="list-style-type: none"> • Utilizes normal (2.54cm) margins; • Utilizes Calibri, Times New Romans, or Arial font styles (does not apply to titles, headers, footnotes, and endnotes); and • Utilizes font sizes 11 or 12 (does not apply to titles, headers, footnotes, and endnotes). <p>Note – The specifications above are based on standard Microsoft Word functions. Note – Annexes may be added to the proposal for supplementary information, if required. For example, the list of related previous projects and/or team members’ resumé. Annexes are not required to comply with the requirements of M7, above.</p>		

1.2 Evaluation of Rated Evaluation 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	Max. Points	Proposal Page #										
R1	<p>Previous Experience</p> <p>Points will be awarded to the Bidder with previous project experience related to the examination of issues related to the intersection between hydrogen and natural gas, within the domestic and international context. Only projects with a primary focus on technical-, market-, or policy-related issues would be considered. Individual projects may have more than one primary focus.</p> <table border="1" data-bbox="258 579 1242 955"> <thead> <tr> <th>Points</th> <th>Condition</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>The Bidder has undertaken 5 or more distinct, recent studies relating to the intersection between hydrogen and natural gas, within the domestic and international context.</td> </tr> <tr> <td>20</td> <td>The Bidder has undertaken 4 distinct, recent studies relating to the intersection between hydrogen and natural gas, within the domestic and international context.</td> </tr> <tr> <td>15</td> <td>The Bidder has undertaken 3 distinct, recent studies relating to the intersection between hydrogen and natural gas, within the domestic and international context.</td> </tr> </tbody> </table> <p>* Recent is defined as within the last ten years</p>	Points	Condition	25	The Bidder has undertaken 5 or more distinct, recent studies relating to the intersection between hydrogen and natural gas, within the domestic and international context.	20	The Bidder has undertaken 4 distinct, recent studies relating to the intersection between hydrogen and natural gas, within the domestic and international context.	15	The Bidder has undertaken 3 distinct, recent studies relating to the intersection between hydrogen and natural gas, within the domestic and international context.	/25			
Points	Condition												
25	The Bidder has undertaken 5 or more distinct, recent studies relating to the intersection between hydrogen and natural gas, within the domestic and international context.												
20	The Bidder has undertaken 4 distinct, recent studies relating to the intersection between hydrogen and natural gas, within the domestic and international context.												
15	The Bidder has undertaken 3 distinct, recent studies relating to the intersection between hydrogen and natural gas, within the domestic and international context.												
R2	<p>Project Team Capacity</p> <p>Points will be awarded for proposals that demonstrate that the project team has the resources and sufficient personnel knowledge and capacity available to undertake the research and analysis requirements for this study. The proposal also identifies how project team members have related experience* to the content expectations of this study. The Bidder should identify the project team and indicate the years of experience of each member.</p> <p>*Related experience is defined as experience examining issues related to natural gas or hydrogen.</p> <table border="1" data-bbox="258 1402 1242 1850"> <thead> <tr> <th>Points</th> <th>Condition</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>At least two members of the Project Team have related experience of at least 10 years, each. Additionally, the cumulative number of years of related experience across the Project Team is at least 25 years.</td> </tr> <tr> <td>20</td> <td>At least two members of the Project Team have related experience of at least 7 years, each. Additionally, the cumulative number of years of related experience across the Project Team is at least 25 years.</td> </tr> <tr> <td>15</td> <td>At least two members of the Project Team have related experience of at least 5 years, each. Additionally, the cumulative number of years of related experience across the Project Team is at least 20 years.</td> </tr> <tr> <td>10</td> <td>The Project Team does not include two members with related experience of at least 5 years, each. Additionally, the cumulative number of years of related experience across the Project Team is less than 20 years.</td> </tr> </tbody> </table>	Points	Condition	25	At least two members of the Project Team have related experience of at least 10 years, each . Additionally, the cumulative number of years of related experience across the Project Team is at least 25 years .	20	At least two members of the Project Team have related experience of at least 7 years, each . Additionally, the cumulative number of years of related experience across the Project Team is at least 25 years .	15	At least two members of the Project Team have related experience of at least 5 years, each . Additionally, the cumulative number of years of related experience across the Project Team is at least 20 years .	10	The Project Team does not include two members with related experience of at least 5 years, each . Additionally, the cumulative number of years of related experience across the Project Team is less than 20 years .	/25	
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10	The Project Team does not include two members with related experience of at least 5 years, each . Additionally, the cumulative number of years of related experience across the Project Team is less than 20 years .												



Criterion ID	Point Rated Technical Criteria	Max. Points	Proposal Page #												
R4	Study Approach and Methodology Points will be awarded to proposals that clearly convey the Bidders' intended approach and methodology for developing the study and achieving the objectives and tasks of the Statement of Work (as listed in SW.4.1 of the Statement of Work).	/25													
	<table border="1"> <thead> <tr> <th>Points</th> <th>Condition</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">25</td> <td>The proposal's approach and methodology is clear, realistic, and is deemed to effectively achieve all (100%) of the objectives and tasks of this Statement of Work. Additionally, the proposal includes less than 5 grammar, spelling, and punctuation errors.</td> </tr> <tr> <td style="text-align: center;">20</td> <td>The proposal's approach and methodology is clear, realistic, and is deemed to effectively achieve all (100%) of the objectives and tasks of this Statement of Work. Additionally, the proposal includes 5 or more grammar, spelling, and punctuation errors.</td> </tr> <tr> <td style="text-align: center;">15</td> <td>The proposal's approach and methodology is clear, realistic, and is deemed to effectively achieve most (>75-99%) of the objectives and tasks of this Statement of Work.</td> </tr> <tr> <td style="text-align: center;">10</td> <td>The proposal's approach is clear, realistic, and is deemed to effectively achieve many (50-75%) of the objectives and tasks of this Statement of Work.</td> </tr> <tr> <td style="text-align: center;">5</td> <td>The proposal's approach is clear, realistic, and is deemed to be effective in achieving less than half (<50%) of the objectives and tasks of this Statement of Work.</td> </tr> </tbody> </table>			Points	Condition	25	The proposal's approach and methodology is clear, realistic, and is deemed to effectively achieve all (100%) of the objectives and tasks of this Statement of Work. Additionally, the proposal includes less than 5 grammar, spelling, and punctuation errors.	20	The proposal's approach and methodology is clear, realistic, and is deemed to effectively achieve all (100%) of the objectives and tasks of this Statement of Work. Additionally, the proposal includes 5 or more grammar, spelling, and punctuation errors.	15	The proposal's approach and methodology is clear, realistic, and is deemed to effectively achieve most (>75-99%) of the objectives and tasks of this Statement of Work.	10	The proposal's approach is clear, realistic, and is deemed to effectively achieve many (50-75%) of the objectives and tasks of this Statement of Work.	5	The proposal's approach is clear, realistic, and is deemed to be effective in achieving less than half (<50%) of the objectives and tasks of this Statement of Work.
	Points			Condition											
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5	The proposal's approach is clear, realistic, and is deemed to be effective in achieving less than half (<50%) of the objectives and tasks of this Statement of Work.														
Total Points		/100													
Total Points needed to be Considered Compliant (60%)		60													

2. Financial Criteria

2.1 Mandatory Financial Criteria

Bidders must provide financial details as requested in this appendix. Proposals which do not contain pricing details as requested below shall be considered incomplete and non-responsive.

2.1.1 Funding Limitation

The maximum funding available for the Contract resulting from the bid solicitation is **\$100,000.00 (Applicable Taxes Included)**. Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

This maximum **included a) the Price to perform the Work, b) any Travel and Living and c) Miscellaneous Expenses that may be required.**

Any bids received in excess of this maximum funding will be automatically deemed non-responsive and will not be evaluated.



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	Firm Price (Applicable Taxes Excluded)
1	30% of the total price for the work following delivery and acceptance by the Project Authority, of deliverables 1-3 as identified in the statement of work at Annex "A".	\$ _____
2	35% of the total price for the work following delivery and acceptance by the Project Authority, of deliverable 4 as identified in the statement of work at Annex "A".	\$ _____
3	30% of the total price for the work following delivery and acceptance by the Project Authority, of deliverables 5-7 as identified in the statement of work at Annex "A".	\$ _____
Total Firm Price for Financial Proposal Evaluation:		\$ _____