



QUESTIONS AND ANSWERS

Question #1

Issue 1 - PBN and CRA Numbers

Background

Section 2.1 (Standard Instructions, Clauses and Conditions) indicates that the all instructions are set out in the Standard Acquisition Clauses and Conditions Manual, [Standard Acquisition Clauses and Conditions \(SACC\) Manual - Buyandsell.gc.ca](#), and that the 2003 (2023-06-08) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation. ([Subsection 1 - Standard Instructions - Buyandsell.gc.ca](#)).

Subsection 1.2 of the Standard Instructions indicates, suppliers are required to have a Procurement Business Number (PBN).

Our company does not currently hold a Procurement Business Number (PBN)

Suppliers may register for a PBN online at Supplier Registration Information. ([Introduction - Supplier Registration Information - Buy and Sell - Public Works and Government Services Canada \(contractscanada.gc.ca\)](#))

The Supplier Registration Information website indicates that, in order to secure a PBN, a potential supplier must first have a Canada Revenue Agency (CRA) Business Number (BN), or a Goods and Services Tax/Harmonized Services Tax (GST-HST) number, and their Legal Name as registered with CRA.

Issue

Our company has consulted with outside counsel, and has been informed that, even though our company is a US-registered, not-for-profit organization, it is still subject to both of these requirements.

Our company is applying for the numbers. However, our company has been advised that it takes between four and eight weeks to secure these numbers. This would be past the submission date.

Answer #1

On page 6 of the RFP at **PART 2 - BIDDER INSTRUCTIONS** under **2.1 Standard Instructions, Clauses and Conditions**. It says:

At 02 Procurement Business Number:

Delete: "Suppliers are required to"

Insert: "It is suggested that suppliers"

So, the supplier is not required to have a PBN Number.



Question #2

Issue 2 – Provincial Business Registration Numbers

Background

Section 2.5 Applicable Laws mentions contracts will be interpreted under Ontario and that a proposal could opt for another province but doesn't discuss provincial registration.

Issue

Is a bidder required to have provincial registration and a provincial registration number?

This could impact the timeline for proposal preparation.

Answer #2

As this is related to question #1, as per answer #1 it is not required to have a provincial registration number.

Question #3

Background

- Mandatory Criteria **M2** and **M3** demonstrate experience (**within two projects each**) in selected technical areas important to the overall project (fatigue performance-ASTM E647 and fracture toughness ASTM-1820).
- In order to demonstrate that our company possesses the required experience in each area, our company must provide the following information:
 - Project Name and abstract
 - Project Start and Completion Dates
 - Organization Name
 - Contact Name and Contact Information (references which may be contacted to confirm the information provided.)

Issue

Our company has performed a number of projects in these areas and has the requisite experience in these technologies.

- However, as a nonprofit contract research and engineering center, our company projects are typically performed under contract to manufacturers and other industrial companies, industry consortia and trade associations, and government agencies.
- These contract agreements, and our company policy, typically include language confirming confidentiality and/or ownership of the project results.
- In most cases, that language bars our company from releasing information about the project without permission from the project sponsor.
 - This would include References and contact information.



- This would include the type of information requested in the RFP, so our company would have to request permission from each of the project sponsors, which will take a significant amount of time.

Answer #3

In the Mandatory Criteria **M2** to **M6** it says:

In order to demonstrate that their company possesses the required experience, the bidder should provide the following information:...

So, as you can read, it is written the bidder SHOULD provide, not must.

Question #4

Mandatory Criteria **M4** and **M6**

The requirements for Mandatory Criteria **M4** and **M6** are similar to those for Mandatory Criteria **M2** and **M3** except that:

- The experience to be demonstrated is:
 - Post-test fractography with Scanning Electron Microscopy (SEM)
 - Determining the fracture toughness per ASTM E1820 and fatigue performance per ASTM E647 in pressurized gaseous hydrogen environment.
- The requirement also include providing examples of results of:
 - SEM fractography/characterizations (**M4**)
 - Example results of these measurements (at least one example for each of ASTM E1820 and ASTM E647 tests)

Issue

As with Mandatory Criteria **M2** and **M3**, Mandatory Criteria **M4** and **M6** deliverables request examples of actual project data and results as well. Releasing this information would require permission from the projects sponsor as well.

Answer #4

As per answer #3 it is written the bidder SHOULD provide, not must.

So, you can provide the most complete answer as you can.

Question #5

Are we allowed to bid fee/profit on this work? Typically, fixed price work allows fee/profit.

Answer #5

In the financial bid presentation sheet of the RFP it says:



The 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.

So, it is an all-inclusive firm price that we are asking for.