

*Request for Proposals*

## **Understanding current activity and capacity in clean technology research, development, and innovation in Canada's Offshore Oil and Gas Industry**

**In association with the Oil and Gas Corporation of Newfoundland and Labrador**



**RFP Release Date: August 25, 2020**  
**Proposal Due Date: September 9, 2020**

## Background

From the private sector to the region's post-secondary institutions, there exists a significant degree of research, development, and innovative activity around the offshore oil and gas industry in Atlantic Canada as it relates to the environment (e.g. climate change, characterization and monitoring, impact and risk mitigation, sustainability, etc.).

In the past, these capabilities have not necessarily been positioned as being related to 'clean growth', 'clean technology', or as enhancing the environmental performance of the industry. As a result, despite the significant capacity that exists in the region, it is difficult to represent and communicate this concretely.

In global circumstances where the industry is facing growing pressures to improve its environmental performance, it is becoming increasingly important for public and private stakeholders in Atlantic Canada to understand and communicate the region's related capabilities. The experience of other jurisdictions has also demonstrated the importance of quantifying such activity in the development of an industry approach to supporting net zero and other sustainability commitments. Having this information available will allow stakeholders to understand and communicate the region's strengths in this regard and contribute to the industry's long-term economic growth potential.

NEIA, Noia, and their partner the Oil and Gas Corporation are requesting research that will compile and thematically represent the research, development, and innovation capacity of Canada's offshore oil and gas industry as they relate to clean technology.

## Scope of Work

Completion of the contracted work will require the following activities:

1. Quantification of research and development focuses, capabilities, capacity (including infrastructure) within Atlantic Canadian post-secondary institutions as they relate to cleantech, climate change, sustainability, and the environmental performance of the offshore oil and gas industry;
2. Quantification, where possible, of research and development initiatives undertaken in the region by key stakeholders (e.g. operators, their tier one contractors, their associations and partnerships, clusters of which they are a member, etc.) as they relate to cleantech, climate change, sustainability, and the environmental performance of the offshore oil and gas industry;
3. Given access to substantive existing information and through targeted surveying, quantification of the products and services of the private sector in Atlantic Canada as they relate to cleantech, climate change, sustainability, and the environmental performance of the offshore oil and gas industry;
4. Identification of areas of strength or emerging strength in the region (e.g. by specific subject matter and/or collective capabilities); and

5. Identification of opportunities for the matching of quantified capacities and strengths acquired through activities #1 - #4 with the expressed needs/challenges/requirements of local industry (where not already aligned).

## Deliverables and Timing

### *Deliverable 1:*

A report that presents the findings of tasks 1 through 5. Both a draft version and final version are required with the opportunity for the review committee to recommend reasonable changes to the draft version for inclusion by the proponent in the final version before the project ends.

### *Deliverable 2:*

A presentation (e.g. PowerPoint) delivered to the review committee to accompany submission of the draft version of the report at a mutually agreed date and time. The presentation will summarize the project and its main findings.

### *Timelines:*

1. RFP Release Date: August 25, 2020
2. Proposal Due Date: September 9, 2020
3. Project Kickoff: September 21, 2020
4. Draft Report: October 23, 2020
5. Final Report: October 30, 2020

## Evaluation Criteria

Submissions will be evaluated according to the following criteria:

- Knowledge and experience in relation to the work: demonstrated ability to meet expectations based on completion of similar projects and/or quality of previous works
- Understanding of the scope and objectives of the project: demonstrated comprehension of/adherence to the RFP
- Proposed approach/workplan and schedule
- Local Content - consideration given to degree of local activity (e.g. owned and operated in Atlantic Canada; in-province proponent presence, and project team members identified)
- Price - value of work proposed versus identified costs

## Budgetary Guidelines and Payment Schedule

Payment will be made upon the proponent submitting invoices with supporting documentation in a form satisfactory to NEIA.

The payment schedule is as follows:

- 25% upon signing of contract

- 50% upon submission of draft study
- 25% holdback paid upon satisfactory completion of the project

## Proposal Submissions

The contracting organization for this RFP is NEIA. A single electronic document is sufficient. The proposal should be no longer than three (3) pages, and be concisely worded with clearly described objectives, methods, timelines, and outcomes. The proposal must acknowledge and fully accept the terms and conditions as laid out in this RFP.

The proposal should feature appendices, including (1) a brief description of the respondent's company and its relevant experience with similar projects, and (2) a description of the relevant work experience of the staff assigned to this project.

The electronic copy of submissions should be in DOC and/or PDF format, and sent to Kieran Hanley, NEIA's Executive Director, via email at [kieran@neia.org](mailto:kieran@neia.org) no later than **Wednesday, September 9, 2020**. Questions from interested applicants can be directed to the same address

## Terms and Conditions

- All proposals received will be considered strictly confidential;
- The lowest cost, or any proposal, will not necessarily be accepted;
- Proposed costs must be represented in Canadian dollars;
- No payment will be made for the preparation and submission of proposals for this project;
- No fee will be made on the cost of work incurred to remedy errors or omissions for which the consultant is responsible; and
- NEIA reserves the right to meet with all, or any, of the applicants during the proposal evaluation stage to clarify information in the submissions and seek additional detail which may be used in the evaluation.