



## INTERPRETIVE BULLETIN NUMBER 7

### Application of BIP to Requests for Proposals

This Interpretive Bulletin Number 7 is issued pursuant to the Business Incentive Policy 63.02 dated September 30, 2013.

#### WHEREAS:

There should be consistency in the manner in which the BIP is interpreted and applied with regard to Requests for Proposals (RFPs).

#### THEREFORE:

The Senior Management Committee interprets the BIP and directs:

1. Requests for Proposals (RFPs) shall be evaluated as outlined in attached **Appendix IB7- A**.
2. When issuing RFPs and evaluating proposals received, the following evaluation criteria, based on dollar value, shall be applied.
  - (a) Allocate 15% of the total assigned weight to the provision of goods and services by BIP approved Northern Content; and
  - (b) Allocate 5% of the total assigned weight to the provision of goods and services by BIP approved Local Content.
3. All Proponent(s) must submit the "Substantiation of BIP Bid Adjustments" form from BIP Interpretive Bulletin #4 (specifically Appendix IB4-B or the Modified Method IB4-C)
4. The Bid Adjustment applied on any proposal will be limited to a maximum of \$500,000.



**APPENDIX IB7- A**

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**PROPOSAL RATING SCHEDULE  
Example**

Name of Firm: \_\_\_\_\_

**Evaluation Criteria:**

Item	Rating Criteria	Assigned Weight (A)	Unit Points Awarded (B) (from 0 to 10)	Total Points (A) x (B) = (C)
1				
2				
3				
4				
5				
6				
7	Goods & Services provided by BIP Approved Northern Content*	15	10	150
8	Goods & Services provided by BIP Approved Local Content*	5	5	25
<b>Totals:</b>		<b>100%</b>	<b>N/A</b>	

**Evaluation Committee Member:** \_\_\_\_\_ **Date** \_\_\_\_\_

- \* Unit points are awarded based on the dollar value of goods, services and labour provided by BIP approved NWT/Local Content. In this example, 100% of goods and services are to be provided by NWT Content and 50% of goods and services are to be provided by Local Content. For purposes of determining the unit points to be awarded, Requests for Proposals should require Proponents to provide a breakdown of the dollar value of goods and services to be provided by the Proponent and the Proponent's sub-contractors;
- \* Items 7 and 8 are mandatory rating criteria. The assigned weights indicated are also mandatory.