



TABLED DOCUMENT NO. 36 - 12 (1) TABLED ON DEC 17 1991

TERMS OF REFERENCE
REVIEW OF PETROLEUM DELIVERY CONTRACT AWARDS

The Government of the Northwest Territories recently awarded 22 contracts for the delivery of fuel oil in NWT communities under a Request For Proposal which attracted 102 proposals.

Concerns expressed by individuals and the Standing Committee on Finance, about the process used in awarding the contracts, specifically in four of the 22 communities, have led to a committee request for a government review.

The Government of the Northwest Territories has agreed to a review of the process employed under "Request For Proposal, Fuel Delivery Service", for compliance with the relevant sections of the Financial Administration Act and contract regulations, and the Business Incentive Policy.

The review will focus on the awarding of contracts in those communities where there has been an expression of concern. Pending the results of the review a decision will be made on whether or not to extend the review to awards granted in communities where there has been no expression of concern.

Terms:

- a) As a first step, selecting up to 5 communities for which a review will be conducted.
- b) The reviewer may conduct such interviews with GNWT staff, including members of the evaluation committees, and with those individuals or representatives of firms who presented contract proposals as considered necessary to the review.
- c) The reviewer will consider all steps in the process leading up to contract awards. This will include an examination of the request for proposal; communications materials and other aids to potential proposers; the evaluation of proposals, including the application of evaluation criteria.
- d) The Contractor shall be bound by the confidentiality clauses contained in the Request For Proposal.
- e) The Contractor shall provide a confidential report to the Government Leader by December 31, 1991.