



# CNSOER

CANADA - NOVA SCOTIA OFFSHORE ENERGY REGULATOR

## Offshore Wind Prequalification NS25-1R - Form

Applicant:

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## SECTION I: INFORMATION & INSTRUCTIONS

Applicants are encouraged to review the [CNSOER's website](#) before completing this form.

In order to submit a bid in the offshore wind Call for Bids NS25-1R, all companies wishing to bid must first successfully prequalify; the CNSOER will not accept bids from companies that do not.

The deadline to submit the prequalification form can be found on the [CNSOER's website](#). It is the responsibility of applicants to review the deadline on the CNSOER's website before beginning and finalizing their submission.

Please save this form as a PDF when complete and submit to [landtenure@cnsor.ca](mailto:landtenure@cnsor.ca). The obligation to submit this and ensure delivery prior to the deadline is solely the responsibility of the applicant.

Several prequalification criteria will require applicants to attach supporting documents. Please submit all attachments as PDFs to [landtenure@cnsor.ca](mailto:landtenure@cnsor.ca). It is the applicant's responsibility to ensure its submission is received and the CNSOER is not responsible for submissions directed elsewhere or any technical issues in the delivery.

By requesting this prequalification form, the CNSOER does not intend to enter into any contractual relationship with any applicant. The CNSOER reserves the right to not proceed with the offshore wind Call for Bids. The applicant has no claim whatsoever against the CNSOER including without limitation, for any costs incurred by the applicant in preparing or providing the prequalification form, for any process used in evaluating this prequalification form, or if the CNSOER does not proceed with the offshore wind Call for Bids.

The applicant understands and acknowledges that any information submitted in this process may be disclosable in accordance with applicable legislation.

If you are submitting an application to prequalify to bid for a share of a Submerged Land Licence, in cooperation with one or more other corporations, each anticipated holder of a share in a Submerged Land Licence must submit individual copies of this form and indicate the other anticipated holders of the Submerged Land Licence in Section V. Only one anticipated holder of a share of the Submerged Land Licence is required to pass each of Sections II & III. All anticipated holders of shares of the Submerged Land Licence must pass Section IV.

An applicant that successfully prequalifies may have an affiliated corporation participate in the offshore wind Call for Bids in their stead, provided there are no material differences in the information submitted for the affiliate and the applicant. This applies to being the sole applicant or part of a group of anticipated holders of shares of a Submerged Land Licence. In this circumstance, the CNSOER reserves the rights to require guarantees from the applicant.

The technical and financial standards for prequalification may differ from those in the offshore wind Call for Bids. Successful prequalification does not guarantee that an applicant's bid will be successful.

The completed form, including all attachments other than the audited financial statements requested in Section II, must not exceed 60 pages in length. Should an application exceed this, it will be disqualified.

Submitting false or misleading information on this form may result in disqualification from current or future prequalification or offshore wind Call for Bids.

Questions may only be submitted in writing to [landtenure@cnsoer.ca](mailto:landtenure@cnsoer.ca). Failure to direct questions to this email address may result in disqualification from the process.

## SECTION II: FINANCIAL CRITERIA

**Applicants are required to complete either Part A or Part B.**

**Applicants are required to complete one of Part C, Part D, or Part E.**

### PART A – EQUITY RATIO

*To complete Part A, applicants are required to provide their company's most recent audited financial statements as an attachment. The information below must match the contents of these financial statements. If it does not, the application may be disqualified.*

*Audited financial statements dated before January 1, 2023, will not be considered acceptable.*

*If the applicant does not have audited financial statements within this time period, unaudited financial statements may be submitted along with an attestation from the Chief Financial Officer certifying that the statements are accurate. Unaudited financial statements dated before January 1, 2023, will not be considered acceptable. The CNSOER reserves the right to accept unaudited financial statements at its discretion.*

*An equity ratio of at least 20% is necessary to complete Part A.*

Applicant's Total Assets (Sum of Current and Long-Term Assets):

Applicant's Total Equity (Total Assets minus Total Liabilities):

Applicant's Equity Ratio (Total Equity divided by Total Assets):

### PART B – CREDIT/DEBT RATING

*To complete Part B, applicants must provide their credit/debt rating, which must meet or exceed the thresholds below. Should the CNSOER be unable to verify an applicant's credit rating, it is expected that the applicant will be able to provide proof. Failure to do so may be considered disqualifying.*

*A list of acceptable credit/debt rating agencies and their respective ratings follows. If applicants do not have a credit/debt rating from one of these agencies, they must instead complete Part A.*

*Moody's Ratings, Fitch Ratings, or Morningstar DBRS: Baa3 or higher.*

*Standard and Poor's: BBB- or higher.*

Rating Agency	Credit/Debt Rating	Date of Last Rating

## PART C – TOTAL ANNUAL REVENUE/GROSS ANNUAL SALES

*To complete Part C, applicants are required to provide their most recent audited financial statements as an attachment. The information below must match the contents of these financial statements. If it does not, the application may be disqualified.*

*Audited financial statements dated before January 1, 2023, will not be considered acceptable.*

*If the applicant does not have audited financial statements within this time period, unaudited financial statements may be submitted along with an attestation from the Chief Financial Officer certifying that the statements are accurate. Unaudited financial statements dated before January 1, 2023, will not be considered acceptable. The CNSOER reserves the right to accept unaudited financial statements at its discretion.*

*Total annual revenue/gross annual sales of at least \$400,000,000 CAD is necessary to complete Part C. In cases where total annual revenue or gross annual sales are not available, evidence of a net revenue of \$400,000,000 CAD is acceptable.*

Applicant's Total Annual Revenues/Gross Annual Sales:

## PART D – NET ASSETS

*To complete Part D, applicants are required to provide their most recent audited financial statements as an attachment. The information below must match the contents of these financial statements. If it does not, the application may be disqualified.*

*Audited financial statements dated before January 1, 2023, will not be considered acceptable.*

*If the applicant does not have audited financial statements within this time period, unaudited financial statements may be submitted along with an attestation from the Chief Financial Officer certifying that the statements are accurate. Unaudited financial statements dated before January 1, 2023, will not be considered acceptable. The CNSOER reserves the right to accept unaudited financial statements at its discretion.*

*Net assets of at least \$400,000,000 CAD is necessary to complete Part D.*

Applicant's Total Assets:

Applicant's Total Liabilities:

## PART E – FUNDS UNDER MANAGEMENT

*To complete Part E, applicants are required to provide their company's most recent audited financial statements as an attachment. The information below must match the contents of these financial statements. If it does not, the application may be disqualified.*

*Audited financial statements dated before January 1, 2023, will not be considered acceptable.*

*If the applicant does not have audited financial statements within this time period, unaudited financial statements may be submitted along with an attestation from the Chief Financial Officer certifying that the statements are accurate. Unaudited financial statements dated before January 1, 2023, will not be considered acceptable. The CNSOER reserves the right to accept unaudited financial statements at its discretion.*

*Funds under management consists of the total value of financial assets such as cash, stocks, bonds, or other securities.*

*Funds under management of at least \$100,000,000 CAD is necessary to complete Part E.*

Applicant's Total Cash:

\_\_\_\_\_

**Applicant's Total Securities (including bonds or stocks):**

\_\_\_\_\_

**Applicant's Total Other Financial Assets (Elaborate below):**

\_\_\_\_\_

If the threshold of \$100,000,000 CAD is not met by Total Cash and Total Securities and the applicant has included an amount under "Other Financial Assets", please list the other financial assets here:

[illegible]

## SECTION III: TECHNICAL CRITERIA

**Applicants are required to complete either Part A or Part B. Applicants may complete both if they wish to demonstrate additional relevant experience, but it is not mandatory.**

**Applicants are required to complete Part C and Part D, as well as completing the following attestation:**

*The undersigned representative is an officer, director or other person employed by the applicant who has the requisite authority to make this declaration and hereby declares he or she has examined the information in Section III, and confirms that the information given here is, to the best of their knowledge, true, accurate and complete; and acknowledges that information submitted may be subject to an audit by the CNSOER or a representative of the CNSOER.*

_____	_____	_____
(Name)	(Title)	(Signature)

## PART A – OFFSHORE WIND EXPERIENCE

*In this section, applicants are required to provide a list of offshore wind projects that they have been involved in in the past ten (10) years<sup>1</sup>, including the nature of the applicant's involvement on these projects. Please include specific details wherever possible.*

*This experience will be assessed based on the duration and degree of involvement, the relevance of the experience, and the outcome of the project(s) in question.*

*Applicants may include additional attachments consisting of reports or other supporting materials.*

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<sup>1</sup> 10 years in Section III meaning 10 years from the date of the opening of prequalification.



## PART B – OTHER RELEVANT EXPERIENCE

*In this section, applicants are required to provide a list of either offshore non-wind energy projects or onshore wind projects that they have been involved in in the past ten (10) years, including the nature of the applicant's involvement on these projects. Please include specific details wherever possible.*

*This experience will be assessed based on the duration and degree of involvement, the relevance of the experience, and the outcome of the project(s) in question.*

*Applicants may include additional attachments consisting of reports or other supporting materials.*

## PART C – ACCESS TO SUPPLEMENTARY EXPERIENCE

*In this section, applicants are required to provide a plan for acquiring any advice or expertise necessary to carry out the proposed project that they do not possess. It is strongly suggested applicants include specific details.*

*Alternatively, if Part A was completed and applicants believe that they have sufficient expertise to carry out the proposed project without external expertise, instead provide an explanation below.*

*This experience will be assessed based on the quality and relevance of the supplementary experience, the feasibility of the plan, and the practicality of acquiring the experience.*

## PART D – KNOWLEDGE OF LOCAL SUPPLY CHAIN

*In this section, an applicant must demonstrate their knowledge of the local supply chain(s) in Nova Scotia and Canada.*

*This should include, at minimum, an overview of Nova Scotian and Canadian companies that exist which can provide any services required to support any potential offshore wind project carried out by the applicant and a description of due diligence done in reaching out to any identified companies to establish preliminary connections.*

*This knowledge will be assessed based on the depth and breadth of the knowledge and the actions taken (existing or planned) to utilize local supply chains.*

## SECTION IV: LEGAL & SOCIAL CRITERIA

**Applicants are required to complete Parts A, B, and C.**

### PART A – LEGAL AND REGULATORY

*Please disclose any ongoing legal and/or regulatory actions taken against the applicant, its affiliates, or individuals in management positions previously or currently employed by the applicant, either in Canada or internationally, that could affect the ability of the applicant to finance, develop, and/or operate an offshore wind project. Please provide specific details and include what steps are or have been taken to address these actions.*

*Please also disclose any legal and/or regulatory actions taken against the applicant, its affiliates, or individuals in management positions previously or currently employed by the applicant in the past five (5) years<sup>2</sup>, either in Canada or internationally, that could affect the ability of the applicant to finance, develop, and/or operate an offshore wind project. Please provide specific details, including any decisions or directives, and include what steps were taken to resolve and address these actions as well as whether any actions have been addressed to the satisfaction of the relevant jurisdiction.*

*These actions will be assessed based on the nature of the disclosed actions, their severity, their relevance, their status, and their resolution.*

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<sup>2</sup>5 years in Section IV meaning 5 years from the date of the opening of prequalification.

## PART B – HEALTH, SAFETY AND ENVIRONMENT (HSE) AND HUMAN RIGHTS

*Please disclose any ongoing actions taken for HSE and/or human rights violations (including alleged violations) by the applicant, its affiliates, or individuals in management positions previously or currently employed by the applicant, either in Canada or internationally. Please provide specific details and include what steps are or have been taken to address these violations.*

*Please also disclose any HSE and/or human rights violations (including alleged violations) by the applicant, its affiliates, or individuals in management positions previously or currently employed by the applicant in the past five (5) years, either in Canada or internationally. Please provide specific details, including any decisions or directives, and include what steps were taken to resolve and address these violations as well as whether any violations have been resolved to the satisfaction of the relevant jurisdiction.*

*These actions will be assessed based on the nature of the disclosed violations, their severity, their relevance, their status, and their resolution.*

## PART C – ETHICAL CONDUCT

*Please disclose any ongoing debarments, sanctions, allegations of corruption, allegations of bribery, or allegations of fraud against the applicant, its affiliates, or individuals in management positions previously or currently employed by the applicant, either in Canada or internationally. Please provide specific details and include what steps are or have been taken to address these issues.*

*Please also disclose any debarments, sanctions, allegations of corruption, allegations of bribery, or allegations of fraud against the applicant, its affiliates, or individuals in management positions previously or currently employed by the applicant in the past five (5) years, either in Canada or internationally. Please provide specific details, including any decisions or directives, and include what steps were taken to resolve and address these issues as well as whether any violations have been resolved to the satisfaction of the relevant jurisdiction.*

*These actions will be assessed based on the nature of the disclosed debarments, sanctions, allegations of corruption, allegations of bribery, or allegations of fraud, their severity, their relevance, their status, and their resolution.*

## SECTION V: ATTESTATIONS & SUPPORTING INFORMATION

Please provide an email address and phone number of the applicant's designated representative. Following the completion of the assessment of the submitted prequalification form, the status of the applicant in the prequalification process will be shared to this designated representative, and any questions regarding the content of this submitted prequalification form will be directed to them.

Name:

Title:

Email:

Phone Number:

By checking the following box, I understand that it is a legislated requirement for corporations to be incorporated in Canada in order to hold a Submerged Land Licence or a share in a Submerged Land Licence. In order to submit a bid, bidding corporations must be incorporated in Canada at the time of bid submission. Applicants do not need to be incorporated in Canada at the time of prequalification.

*(Please check the following box)*

☐

I attest that the applicant will immediately notify the CNSOER of any changes to the content of the information provided in this form, should any changes occur up to the submission of a bid as part of a subsequent offshore wind Call for Bids. *(Please check the following box)*

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I attest that the following is a list of all entities affiliated with the applicant (such as legal partnerships, joint ventures, subsidiaries, component or parent companies, etc). *(Please check the following box and list all affiliated entities in the box below; please leave blank if there are no applicable entities)*

☐

If the applicant is prequalifying as an anticipated holder of a share of a Submerged Land Licence in cooperation with one or more other corporations, please list all other anticipated shareholders below. *(Please leave blank if the applicant is not prequalifying in concert with any others and there are no applicable entities)*

I attest that the applicant that I represent is engaging in this prequalification process in good faith and will not engage in anticompetitive behaviour *(Please check the following box)* ☐

I attest that I understand and acknowledge that any information submitted in this process may be disclosable in accordance with applicable legislation. *(Please check the following box)* ☐

The undersigned attests that the information in this form and all provided attachments is, to the best of their knowledge, true, accurate, and complete.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

By: \_\_\_\_\_

(Name)

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Title)



## SECTION VI: ADDITIONAL SPACE

This area is provided in case additional space is needed to answer any questions.

Please identify what Section and question the response is for in each box.



