



EnerSolution Inc.

Request for Pre-Qualifications (RFPQ)

Ground Source Heat Pump (GSHP) Implementation Partners

Reference No.: ESI-GSHP-RFPQ-2026-02

Issue Date: February 2026

Submission Deadline: March 30, 2026 – 16:59 EST (Local Time)

TENDER CLOSE: April 30, 2026 – 16:59 EST

INQUIRIES: ESI-Director of Procurement

EMAIL: Info@EnerSolution.ca

Fax: +1 866-310-0746

IMPORTANT

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PART A – TENDER PROCESS

1. BACKGROUND

EnerSolution Inc. (“ESI”) is issuing this Request for Pre-Qualifications (“RFPQ”) to identify and pre-qualify Contractors capable of providing a full-service Ground Source Heat Pump (GSHP) installation delivery model for commercial, institutional, multi-residential, and selected residential projects across Canada. The selected Contractors will support Eligible Customers in planning and implementing geothermal heating and cooling upgrades that reduce energy consumption, lower operational costs, improve building performance, and support sustainability and decarbonization goals.

Note Regarding Residential Projects:

EnerSolution Inc. is a Certified Energy Assessment Company. Residential projects for which ESI is conducting or has conducted an energy audit must comply with applicable conflict-of-interest requirements and may be subject to separate review prior to assignment under this program.

ESI’s Ground Source Heat Pump Installation Program consists of a three-part offering:

1. *Feasibility Assessment & Site Evaluation* – Comprehensive building load analysis, geotechnical review (if required), and preliminary bore field/system design.
2. *Engineering, Procurement & Construction (EPC)* – Full turnkey installation of geothermal heat pump systems, including drilling, loop installation, mechanical integration, permitting, and commissioning.
3. *Post-Installation Support & Maintenance* – Optional monitoring, servicing, and performance optimization services.

2. OBJECTIVES

ESI seeks qualified Contractors who:

- Have the capability and resources to manage and coordinate GSHP installation services across multiple provinces and regions.
Note: ESI welcomes submissions from qualified geothermal Contractors serving any single province or territory and does not limit selection to companies with multi-province coverage. If no single Contractor is selected to serve all regions, ESI reserves the right to pre-qualify multiple Contractors based on geographic capability and program needs.
- Share ESI’s commitment to safety, quality, innovation, and exceptional customer experience.
- Have a proven track record delivering geothermal heating and cooling systems professionally and reliably.
- Align with ESI’s mission, vision, and guiding principles (see Appendix II).
- Experience working with Indigenous, commercial, industrial, institutional, and governmental clients is considered an asset.
- Can demonstrate financial stability, technical expertise, drilling/loop installation capability, and a strong safety record.

3. SCHEDULE

STEP IN THE TENDER PROCESS	DATE
Deadline for Inquiries	April 01, 2026 @ 17:00 EST
Tender Close	April 30, 2026 @ 16:59 EST

4. EVALUATION

4.1 Buy Canadian Preference

As a Canadian organization, ESI will give first consideration to Canadian contractors who submit compliant submissions meeting all essential requirements. If no compliant Canadian submissions are received, ESI may consider other submissions at its sole discretion.

4.2 Mandatory Requirements

Proposals that do not comply with all mandatory criteria as of Tender Close will be disqualified.

Mandatory Criteria Table – Attestation Required:

Criterion	Description	Evidence Required at RFPQ Stage
1. Canadian Business Registration	Must be a legally registered business in Canada.	Attestation of Registration – Proponent confirms legal registration. ESI may request proof at a later stage.
2. Minimum Experience	Minimum of 3 years of relevant GSHP installation or related construction experience.	Project List – At least 3 completed geothermal projects with references, including project descriptions, dates, and client contact information.
3. Relevant Provincial / Federal Licenses (If required)	Must hold required mechanical, HVAC, drilling, or trade licenses.	Attestation of Licensing – Proponent confirms possession of required licenses or engagement of a licensed subcontractor. Proof may be requested during evaluation.
4. General Liability Insurance	Must hold valid Commercial General Liability (CGL) insurance with a minimum coverage of \$2,000,000.	Attestation of Insurance – Proponent confirms current coverage. Certificate of Insurance (COI) may be requested by ESI.
5. Workers' Compensation Coverage	Must provide proof of valid Workers' Compensation Board (WCB) coverage, or if exempt, a formal letter of exemption.	Attestation of WCB Compliance – Proponent confirms valid WCB coverage or exemption. Documentation may be requested.

Criterion	Description	Evidence Required at RFPQ Stage
6. Health & Safety Program	Must have a documented health and safety program in place.	Attestation of Safety Program – Proponent confirms implementation of a health and safety program. Manual or COR certificate may be requested.

Important Notes:

- Failure to meet any mandatory requirement will result in disqualification.
- All submitted evidence must be clear, legible, and dated within the last 36 months (unless otherwise specified).
- ESI reserves the right to verify all submitted documents and contact references.
- Proponents are encouraged to provide thorough documentation to ensure accurate evaluation.

4.2.1 Additional Rated (Non-Mandatory) Criteria

The following criteria are not mandatory but will be scored under the **Technical Capability & Certifications** rated category. Proponents who meet these criteria will receive additional points during evaluation.

Criterion	Description	Evidence Required
A. IGSHPA or Equivalent Certification	Employment of certified geothermal designers/installers.	Attestation of Certification
B. Advanced Mechanical / Drilling Licenses	Additional certifications beyond mandatory licensing.	Attestation
C. Experience with Indigenous, Institutional & Governmental Clients	Demonstrated sector experience.	Project List & References
D. Quality or Safety Certifications	ISO 9001, ISO 45001, COR, etc.	Attestation
E. Building Electrification Experience	Proven experience replacing fossil fuel systems with GSHP systems.	Attestation

All non-mandatory items must be also listed in the "GSHP Trade Licenses & Certifications Held" table in **Form A**. ESI reserves the right to request supporting documentation for any listed item during the evaluation process.

4.3 Rated Criteria

Tenders that satisfy the mandatory criteria will be evaluated in accordance with the following rated criteria:

Details	Percentage Weight
(a) Business Process & Project Experience	30%
(b) Health, Safety & Environmental Compliance	20%
(c) Technical Capability & Certifications	40%
(d) Community & Indigenous Engagement	10%

4.4 Evaluation & Award Process

4.4.1 Evaluation Method: Proposals that satisfy all mandatory requirements will be evaluated against the rated criteria in Section 4.3. Scores will be assigned based on demonstrated capability, completeness of submission, and alignment with ESI's program objectives.

4.4.2 Selection Process: ESI will evaluate and rank all compliant proposals based on their total weighted score. **Award consideration will be given to the highest-scoring proponents** per territory, with the goal of selecting those that offer the best overall value, capability, and strategic fit.

4.4.3 Discretionary Award Threshold: While ESI may establish an internal scoring threshold for pre-qualification, there is **no mandatory minimum point total** required for award consideration. ESI reserves the right to select any compliant proponent, including those with lower scores, if doing so serves the program's best interests.

4.4.4 If No Proponent is Deemed Sufficiently Qualified: In the event that ESI determines no submission adequately meets the program's needs, ESI may, at its sole discretion:

- (a) Enter into negotiations with one or more proponents, regardless of score.
- (b) Re-issue the RFPQ with revised requirements.
- (c) Cancel the solicitation entirely without selecting any proponent; or
- (d) Pursue any other procurement method deemed appropriate.

4.4.5 No Obligation to Award: ESI reserves the right not to award any contract under this RFPQ and is under no obligation to proceed with any proponent if, in its sole judgment, no submission meets the necessary standards of quality, safety, or program suitability.

4.4.6 This section is subject to all other reserved rights of ESI as outlined in Section 9 (Reserved Rights of EnerSolution Inc.).

4.5 Evaluation Methodology

Evaluations will be conducted by an ESI evaluation committee using a weighted scoring matrix. Scoring will be based on demonstrated capability, completeness of submission, reference checks, and alignment with ESI's strategic goals.

5. TENDER CLOSE

5.1 To be evaluated, submissions must be submitted at or before Tender Close via email to info@enersolution.ca in .pdf or .docx format. The timestamp on the email will determine timeliness. Please use the following subject line: ESI-GSHP-RFPQ-2026-02

5.2 Proponents should allow sufficient time to upload and ensure their submission is complete, legible, and free of errors. ESI may reject submissions that cannot be opened or viewed.

6. EXAMINATION OF RFPQ

6.1 Each proponent is responsible for reading and familiarizing itself with all documents and requirements in this RFPQ.

6.2 ESI is not responsible for any misunderstanding, error, or omission resulting from a proponent's failure to review the RFPQ in full.

7. PROPONENT'S REQUESTS FOR CLARIFICATION

7.1 All inquiries must be submitted in writing to the procurement contact listed on the cover page before the Deadline for Inquiries as outlined in Section 3.

7.2 ESI may issue addenda in response to inquiries, which will become part of the RFPQ.

7.3 Verbal communications or interpretations are not binding unless confirmed in writing by ESI.

8. ADDENDA

ESI may issue addenda at any time prior to Tender Close. All addenda are integral to the RFPQ.

9. RESERVED RIGHTS OF ENERSOLUTION INC.

9.1 Notwithstanding any industry or trade custom or past practices to the contrary, EnerSolution Inc. does not represent that it will necessarily be obliged to select any submission, select the lowest-priced submission, or be precluded from selecting any submission or other offer received in respect of any submission submitted.

9.2 ESI reserves the right, and the proponent acknowledges that ESI has the right, to:

- (a) reject any or all submissions for any reason, including but not limited to a submission offering the lowest price or best overall value;
- (b) accept any submission, including one that does not have the lowest price;
- (c) cancel this RFPQ at any time before or after Tender Close;
- (d) negotiate with one or more proponents; or
- (e) issue addenda or clarifications at its sole discretion.

9.3 ESI may, at its sole discretion, retain for consideration submissions that do not conform in minor ways to the form or content requirements of this RFPQ.

10. INDEMNIFICATION

10.1 The Proponent agrees to indemnify and hold harmless EnerSolution Inc., its directors, officers, employees, and agents from any and all claims, damages, losses, liabilities, costs, or expenses arising from or related to:

- (a) the Proponent's participation in this RFPQ;
- (b) any breach of the terms of this RFPQ;
- (c) any negligent or fraudulent act or omission by the Proponent;
- (d) any infringement of third-party intellectual property rights; or
- (e) bodily injury or property damage arising from the Proponent's activities.

10.2 This indemnification shall survive the expiry or termination of this RFPQ process and any resulting contract.

11. FAIRNESS & CONFLICT OF INTEREST

11.1 ESI conducts this procurement in accordance with principles of fairness, transparency, and impartiality.

11.2 Proponents must disclose any actual, potential, or perceived conflict of interest. Failure to disclose may result in disqualification.

12. EVALUATION OF TENDERS AND DISQUALIFICATION

12.1 ESI may disqualify a proponent at any time for reasons including but not limited to:

- Bankruptcy or insolvency;
- Previous breach of agreement with ESI;
- Conflict of interest;
- Submission of false or misleading information; or
- Corrupt or fraudulent practices.

13. CORRUPT OR FRAUDULENT PRACTICES

13.1 ESI has the right to reject any submission if the proponent has engaged in corrupt, fraudulent, collusive, or coercive practices.

14. TENDER FORMS

14.1 Proponents must use the forms provided in this RFPQ. Additional pages may be attached if space is insufficient.

15. CONTRACT AGREEMENT

15.1 Successful proponents will receive a draft agreement (Part B) for review and execution.

16. CONFIDENTIALITY AND FREEDOM OF INFORMATION

16.1 Submissions will be treated as confidential but may be disclosed if required by law.

17. JOINT VENTURES / CONSORTIA

17.1 Joint ventures must name one authorized contact and provide a copy of the joint venture agreement.

18. SIGNING OF TENDERS

18.1 Electronic signatures are legally binding.

19. AMENDMENT OR WITHDRAWAL OF TENDER

19.1 Proponents may amend or withdraw submissions prior to Tender Close.

20. LANGUAGE

20.1 All submissions and communications must be in English.

21. APPLICABLE LAWS

21.1 This RFPQ is governed by the laws of Ontario and Canada.

22. ELECTRONIC FILES

22.1 ESI provides electronic files “as is” without warranty.

23. DELIVERY AND RECEIPT OF DOCUMENTS

23.1 ESI assumes no liability for late, lost, or corrupted submissions.

24. PROPONENT’S EXPENSES

24.1 Proponents bear all costs related to submission preparation.

PART B – DRAFT AGREEMENT

(To be issued upon pre-qualification)

EnerSolution Inc. – Ground Source Heat Pump Installation Services Agreement

THIS AGREEMENT effective as of [INSERT DATE]

BETWEEN:

EnerSolution Inc.

of the first part,

&

[INSERT CONTRACTOR LEGAL NAME]

(hereinafter referred to as “Contractor”)

of the second part.

WHEREAS ESI wishes to engage qualified Contractors to provide solar installation services;

AND WHEREAS the Contractor represents that it has the necessary skills, resources, and experience to perform such services;

NOW THEREFORE in consideration of mutual covenants, the parties agree as follows:

(Full agreement to be provided upon pre-qualification, containing Articles 1–19 covering Interpretation, Term, Obligations, Payment, Insurance, Confidentiality, Limitation of Liability, Termination, etc.)

APPENDIX I – DESCRIPTION OF SERVICES & REQUIREMENTS

1. Scope of Services

The Contractor will provide full-service GSHP installation including:

- Heating and cooling load analysis
- Bore field design & thermal conductivity review
- Vertical closed-loop installation (boreholes)
- Horizontal closed-loop systems
- Pond/lake loop systems
- Open-loop systems (where permitted)
- Heat pump installation & mechanical integration
- Controls integration
- Commissioning & performance testing
- Customer training & handover
- Optional O&M services

2. Eligibility Requirements

Eligible Customers include:

- Commercial, industrial, institutional, and governmental entities
- Buildings with suitable ground space
- Sites with adequate access and structural integrity
- Compliance with local codes, zoning, building, and electrical codes

3. Deliverables & Reporting Requirements

Successful Contractors must be prepared to deliver the following upon project award. *Please note that pre-qualification under this RFPQ does not guarantee any minimum volume of work, number of projects, or ongoing engagement by ESI. Project assignments will be made at ESI's sole discretion based on client needs, geographic requirements, and Contractor availability.*

3.1 Project Execution Deliverables (Per Assigned Project)

- Complete, stamped as-built drawings and system schematics
- Commissioning reports including performance test results and system verification documentation
- System performance monitoring data (first year minimum) via ESI-approved platforms
- Customer satisfaction survey results collected and submitted to ESI upon project closeout
- Warranty documentation and manufacturer-provided O&M manuals transferred to ESI & the client.

3.2 Reporting & Compliance

- Monthly project status updates (if engaged in active projects)
- Annual safety and training records for personnel
- Documentation of all equipment certifications and compliance with Canadian standards (per Appendix II, Section 4.2)
- Photographic documentation of site pre- and post-installation

3.3 Volume & Capacity

While there is no guaranteed minimum project volume, Contractors must demonstrate the capacity to manage multiple concurrent installations as needed. ESI may assess regional capacity during the assignment of work.

3.4 Continuous Improvement

Contractors are expected to participate in periodic performance reviews and provide feedback for program enhancement.

4. Reporting & Data Collection

Contractors must use ESI's project management portal for:

- Application tracking
- Project status updates
- Photo documentation (pre- and post-installation)
- Monthly progress reports

5. Customer Service Requirements

- Respond to inquiries within three business days
- Provide professional, courteous service
- Maintain clean and safe worksites
- Resolve complaints promptly

6. Technical Specifications

- Heat Pumps must be certified to CSA and Canadian's applicable standards
- All equipment must be certified for Canadian climatic conditions
- Piping must meet CSA/ASTM standards
- Bore field design must comply with provincial environmental and groundwater regulations
- Installations must comply with CSA, CEC, and local mechanical/building codes.

(Insurance, Personnel Qualifications, Reporting structure remain identical but adapted for geothermal trades.)

Lead installer must be licensed HVAC/mechanical contractor.

Drilling personnel must hold applicable provincial drilling permits where required.

7. Insurance & Safety

- General Liability: \$5,000,000 (Minimum \$2m)
- Auto Liability: \$2,000,000
- Workers' Compensation: as required by law
- Safety program must be COR-certified or equivalent

APPENDIX II – ENERSOLUTION INC. MISSION, VISION, GUIDING PRINCIPLES & PROGRAM FRAMEWORK

1. OUR MISSION: *To accelerate Canada’s transition to a clean energy future by delivering innovative, reliable, and cost-effective renewable energy solutions that empower businesses, communities, and public institutions to reduce their carbon footprint, lower energy costs, and achieve sustainability goals.*

2. OUR VISION: *To be Canada’s leading enabler of commercial and industrial clean energy adoption—recognized for our integrity, technical excellence, and commitment to building resilient, energy-independent communities through collaborative partnerships and industry-leading project delivery.*

3. OUR GUIDING PRINCIPLES

3.1 Integrity and Transparency

We conduct all procurement and project activities with honesty, fairness, and openness. We are committed to ethical decision-making, clear communication, and accountability in all our interactions with partners, clients, and stakeholders.

3.2 Safety and Compliance

The safety of people, property, and the environment is our highest priority. We require all partners to adhere to the highest standards of occupational health and safety, regulatory compliance, and environmental stewardship.

3.3 Technical Excellence and Innovation

We pursue excellence in engineering, installation, and system performance. We embrace innovation in technology, processes, and project delivery to ensure our solutions are efficient, durable, and forward-looking.

3.4 Commitment to Quality and Client Satisfaction

We are dedicated to delivering exceptional value and outstanding customer experiences. We measure our success by the long-term satisfaction, trust, and success of our clients and partners.

3.5 Equity, Diversity, and Inclusion

We believe in fostering an inclusive environment where diverse perspectives are valued. We encourage partnerships with Canadian-owned, women-owned, and minority-led businesses, and we support equitable access to clean energy opportunities.

3.6 Sustainability and Community Impact

We are committed to projects that not only deliver clean energy but also create local jobs, support community resilience, and contribute to Canada’s climate action goals.

3.7 Collaboration and Partnership

We view our contractors and suppliers as long-term partners. We seek to build mutually beneficial relationships based on trust, shared goals, and continuous improvement.

4. PROGRAM FRAMEWORK AND STRATEGIC OBJECTIVES

4.1 Strategic Goals for GSHP Installation Program

- *Building Electrification & Decarbonization*
- *Heating Resilience & Energy Independence*
- *Long-Term Operational Cost Reduction*
- *Geothermal Technology Adoption*
- *Sustainable Infrastructure Development*

4.2 Product Compliance now references:

- *CSA mechanical standards*
- *Provincial groundwater regulations*
- *Applicable HVAC and refrigerant handling standards*
- *Heat pump efficiency ratings compliant with Canadian standards*

4.3 Health, Safety, and Environmental Management

All program participants must demonstrate:

- *A certified health and safety management system.*
- *Adherence to all federal, provincial, and municipal environmental regulations.*
- *A commitment to zero serious incidents, near misses, or environmental violations.*

4.4 Quality Assurance and Performance Standards

- *All installations must meet or exceed **local regulations and building codes.***
- *All equipment must carry industry-standard warranties.*

4.5 Reporting and Transparency

Partners are required to:

- *Provide real-time project tracking through ESI's digital platform.*
- *Submit monthly progress reports, including safety metrics, milestones, and issues log.*
- *Participate in quarterly performance reviews and continuous improvement sessions.*

5. EXPECTATIONS OF PRE-QUALIFIED CONTRACTORS

Contractors selected under this RFPQ will be expected to:

- Align with ESI's mission, vision, and guiding principles in all project activities.
- Maintain open, proactive communication with ESI and clients.
- Uphold the highest standards of professionalism, safety, and quality.
- Source and install only **Canadian-approved products and materials** as specified in Section 4.2.
- Engage respectfully and collaboratively with communities.
- Continuously seek opportunities for innovation, efficiency, and value creation.

6. CONTACT FOR FURTHER INFORMATION

For questions regarding ESI's mission, vision, program framework, or product compliance requirements, please contact:

ESI Procurement & Partnerships

Subject: **Reference No.:** ESI-GSHP-RFPQ-2026-02

Email: Info@enersolution.ca

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APPENDIX III – PRICING INFORMATION

Pricing and commercial terms will be negotiated on a project-specific basis following pre-qualification. No rate schedule is included in this RFPQ.

DRAFT

FORMS

FORM A – Company Information & Signing Page – With Attestation

COMPANY INFORMATION

Field	Entry
Legal Company Name	
Business Number (BN)	
Year Established	
Head Office Address	
Website	
Primary Contact Name	
Title	
Email	
Phone	

ATTESTATION OF MANDATORY REQUIREMENTS

I, the undersigned authorized representative of _____, hereby attest and confirm that the company meets all mandatory requirements outlined in Section 4.2 of this RFPQ, and specifically confirms the following:

- Canadian Business Registration: The company is legally registered and in good standing to operate in Canada.
- Minimum Experience: The company has at least 3 years of relevant solar installation or construction experience.
- Relevant Licenses: The company (or its formally engaged subcontractor) holds all required provincial/federal trade licenses necessary to perform the work.
- General Liability Insurance: The company holds valid Commercial General Liability insurance with coverage of at least \$2,000,000.
- Workers' Compensation Coverage: The company maintains valid WCB coverage (or has a valid exemption).
- Health & Safety Program: The company has a documented health and safety program in place.

I understand that ESI may request supporting documentation for any of the above at any stage of the evaluation process. Failure to provide requested documentation may result in disqualification.

GSHP / MECHANICAL TRADE LICENSES & CERTIFICATIONS HELD

Please list all relevant GSHP-specific, mechanical, construction, and safety licenses, permits, and certifications currently held by your company or your formally engaged subcontractors:

License/Certification Name	Issuing Authority/Agency	License/Certification Number	Expiry Date (if applicable)	Held By (Company/Subcontractor)

Add additional rows as needed.

I certify that the above information is true and accurate to the best of my knowledge.

Authorized Signatory Name: _____

Signature: _____

Title: _____

Date: _____

(Company Seal if applicable)

FORM B – Key Personnel & Certifications

Name	Role	Qualifications	Certifications (If Available)	Years Experience

FORM C – Relevant Project Experience (Last 5 Projects)

Total number of projects completed: _____

#	Client & Sector	Location	System Capacity	Scope	Interconnection Utility	Contract Value (CAD)	Completion Date	Reference Contact
1								
2								
3								
4								
5								

Note: The project information provided (system capacity, scope, and contract value) must allow ESI to calculate a fixed price or per-tons benchmark for comparison purposes. Proponents should ensure data is clear, consistent, and verifiable.

FORM D – Geographic Coverage & Capacity

Province	Municipalities Served	Annual Installation Capacity (Tons or Equivalent kW Thermal)

FORM E – Health, Safety & Insurance

Program / Policy	Description / Certificate	Document Available (Y/N)
Health & Safety Program Summary		
COR / Equivalent Certification		
General Liability Coverage		
Workers' Compensation Provider		

FORM F – Commercial Readiness & Indemnification Acceptance

Question	Response
Ability to perform fixed-price/unit-rate contracts	<input type="checkbox"/> Yes <input type="checkbox"/> No
Experience with public-sector procurement	<input type="checkbox"/> Yes <input type="checkbox"/> No

By signing below, the Proponent acknowledges and accepts the Indemnification provisions in Section 10 of this RFPQ:

Authorized Signatory Name: _____

Signature: _____

Date: _____

FORM G – Vendor Declarations

Declaration	Checkbox
No conflict of interest exists	<input type="checkbox"/>
We comply with all applicable laws	<input type="checkbox"/>
We consent to audits of submitted documents	<input type="checkbox"/>
We acknowledge and accept the Indemnification clause (Section 10)	<input type="checkbox"/>

Authorized Signatory: _____

Date: _____