

Supplier Profile

Instructions to Supplier: Complete each part indicated below.

Disclaimer: Completion of the Supplier Profile **does not** qualify contractors for work at AltaGas Facilities; it is preliminary in nature to establish suitability for securing qualified contractors for ongoing/future operational and project requirements.

Part 1. Company Information

Full Legal Name _____

Trade Name (if different) _____

Address _____

City _____ Prov/State _____

Country _____ Postal/Zip Code _____

Contact Person _____

Phone _____ ext. _____ email _____

Legal Entity Type

Sole Proprietor

Partnerships (LP's, Joint Ventures, etc.)

Corporation - Private

Other

Specify _____

Currency Payment

Canadian Dollars

US Dollars

Other

Specify _____

Federal Tax Identification

Company GST/HST# or US Federal ID# _____

GST/HST Exempt _____

Yes

No

Part 2. Commercial Information

Years in business under current registered name? _____

Has your company previously done business with AltaGas?

Yes

No

If yes, provide entity name, materials or services provided, length of business relationship, and AltaGas facilities supported.

Has your company, or any of its principals, operated under different operating name(s) in the last (5) years?

Yes

No

If yes, provide name(s) and location(s) of companies.

Does your company have other affiliated companies with common ownership or control that operate under a different name (Partnerships, Joint Ventures, etc.)?

Yes

No

If yes, provide name(s) and location(s) of companies.

Does your company currently operate as part of a consortium?

Yes

No

If yes, provide name(s) and location(s) of consortium companies.

Part 3. Insurance Requirements

Do you have General Liability Insurance of not less than \$5,000,000 per occurrence?

Yes

No

Do you have Professional Liability Insurance with a combined single limit of \$5,000,000 per occurrence?

Yes

No

Do you have Business Automobile Liability Insurance, if owned, hired or non-owned automotive equipment is used, of not less than \$5,000,000 per occurrence?

Yes

No

Part 4. First Nation Participation

Please detail the level of First Nation's ownership (%).

How many staff does your company currently have?

Permanent _____ Contract _____

Current number of First Nations employees

Permanent _____ Contract _____

Describe roles currently performed by First Nation's employees.

Describe your company's capabilities and geographic areas of operation.

Describe your current total project load and total capacity.

Part 5. Business Activities

Select all Materials and Services in which the Supplier has extensive experience, qualifications and is legally capable of providing/performing.

Construction

- Civil
- Drilling
- Electrical & Instrumentation
- Gas Connections
- General
- Mechanical
- Pilings
- Pipeline
- Structural Steel
- Facility Piping
- Scaffolding
- Construction Management
- Field Supervision

Field Services

- Environmental Monitoring
- Site Remediation/Reclamation Services
- Survey

Engineering

- Civil
- Electrical & Instrumentation
- Mechanical
- Environmental
- Inspection
- Pipeline
- Process
- Survey

Construction Equipment

(see Section Below)

- Heavy Equipment
- Light Equipment
- Cranes/Lifting

Transportation & Logistics

- General Haulage
- Heavy Haulage/Oversize

Other Services

- Environmental - Consultations
- Land Consultations
- NDE Testing

Site Services

- Catering
- Light labor (house keeping, etc.)
- Accomodation
- Waste Management

Please provide current equipment lists (please identify if equipment is currently owned, rented or leased):

Additional Information:

Part 6. Financial Information

Revenues (Last 3 Years) _____ Most Recent Year _____

Year 2 _____ Year 3 _____

What % of your company's operating revenues does AltaGas represent? _____

DNBi (Duns Number) _____ Financial Statements _____

Public

Yes

No

Will be made available if requested

Yes

No

Part 7. Legal Information

Has your company, or any of its principals, or any other company that a principal has been a principal of, declared bankruptcy or suffered any form of insolvency within the last five (5) years?

Yes

No

Is your company or any of your company's principals currently involved in any civil action relevant to the materials and/or services that could provide (e.g. negligence, breach of contract), and/or in the last five (5) years has your company or any of your company's principals been found liable in any such civil action?

Yes

No

If yes, provide all relevant details.

Does your company have any potential Conflicts of Interest with AltaGas or Partners?

Yes

No

If yes, provide all relevant details.

Part 8. Certification and Accreditations

Does your company have certifications or accreditations (for individuals or the company) that are relevant to the goods or services your company provides?

- Yes
- No

If yes, provide all relevant details.

Part 9. Environmental, Health, and Safety

AltaGas uses ISNetWorld to capture health, safety, and environmental requirements of suppliers/contractors, and uses ISNetWorlds Review and Verification Services (RAVS) to verify all supplier/contractor data. Is your company registered with ISNetWorld, or other 3rd party Verification service?

- Yes
- No

ISN company number _____ Name of 3rd Party Verification service _____

Are you willing to be registered with ISNetWorld?

- Yes
- No

Part 10. Trade References

Provide three (3) trade references that can speak to your company's key business activities:

Project Name _____

Client _____

Client Representative _____

Phone _____ Email _____

Scope of Work _____

Dates of work _____ Size of work (\$) _____

Percent of work amount completed

In House _____ % Sub Contracted _____ %

Project Name _____
 Client _____
 Client Representative _____
 Phone _____ Email _____
 Scope of Work _____

Dates of work _____ Size of work (\$) _____
 Percent of work amount completed _____
 In House _____ % Sub Contracted _____ %

Project Name _____
 Client _____
 Client Representative _____
 Phone _____ Email _____
 Scope of Work _____

Dates of work _____ Size of work (\$) _____
 Percent of work amount completed _____
 In House _____ % Sub Contracted _____ %

Signature

I certify to the best of my knowledge that all information provided in this form is correct. I understand and accept that AltaGas may seek additional information. Completion of this form, and/or acceptance of it by AltaGas as a potential supplier does not guarantee any business with AltaGas or any of its affiliates.

Authorized by (must be signed by a duly authorized officer of the Supplier):

Name _____ Signature _____
 Title _____ Date _____

Individual to contact for clarification or additional information:

Name _____ Signature _____
 Title _____ Date _____

Send completed form to **purchasing@altagas.ca**.