

**\*\*IMPORTANT:** for ease of comparison only, the example is provided **as though it were one lump sum payment**, rather than broken up as e.g., monthly progress claims.

For the example contract (Housing Refurbishing - Inuvik NWT), Best Northern Contracting Ltd. is a **BIP-Registered Local** company.

The company's Total Bid/Proposal Amount of \$109,720 is broken down as follows, **including contractual BIP Local / NWT Commitments:**

- **\$56,000** is their **own (LOCAL) resources**; this amount is shown for the example company as Employee/Personnel, and Goods Supplier
- **\$16,220 additional (LOCAL) for subcontracted companies** that are also BIP-Registered Local for the procurement Event; this amount is shown for two example companies as Subcontractors Engaged
  - **ANY** subcontracted BIP-Registered Local companies and committed amounts for each **must also have been listed** on the Subcontractor Disclosure Form, submitted with the original bid, unless a correctly executed Contract Change Order was signed with the Contract Authority, to amend the original Disclosure
- **\$72,220** is the total amount committed for BIP-Registered Local Content; this amount automatically calculates as the Total BIP Spend
- **\$23,500** is the total amount committed for NWT BIP Content; this amount is shown as Employee/Personnel, Subcontractors Engaged, and Goods Supplier
  - **ANY** subcontracted BIP-Registered NWT companies and committed amounts for each **must also have been listed** on the Subcontractor Disclosure Form, submitted with the original bid, unless a correctly executed Contract Change Order was signed with the Contract Authority, to amend the original Disclosure
- **\$14,000** is the total amount committed for Non-BIP Content; this amount is shown in the yellow Total Non-BIP Spend section
  - **ANY** subcontracted Non-BIP-Registered companies and committed amounts for each **must also have been listed** on the Subcontractor Disclosure Form, submitted with the original bid, unless a correctly executed Contract Change Order was signed with the Contract Authority, to amend the original Disclosure

## Substantiation of Business Incentive Policy Invoice Report Form

### NWT AND LOCAL CONTENT

<b>Contractor:</b>	Best Northern Contracting Ltd. <i>(BIP-Registered - Local)</i>	<b>Contract Number:</b>	SC-INF01-1234
<b>Contract/Agreement Title:</b>	Housing Refurbishing - Inuvik NWT	<b>Invoice Number:</b>	ABC-12-OK
<b>Submitted By:</b>	Jack Sparrow	<b>Invoice Date:</b>	September 5, 1901
<b>Invoice Period:</b>	<b>From:</b> Saturday, June 1, 1901	<b>To:</b> Sunday, September 1, 1901	<b>Invoice Value:</b> \$109,720.00

<https://www.iti.gov.nt.ca/en/services/business-incentive-policy>

<b>Employee / Personnel Engaged</b>				<b>BIP Spend (\$)</b>	
<b>Name</b>	<b>Employer</b>	<b>Residence (Town/City)</b>	<b>Hours</b>	<b>Local (\$)</b>	<b>NWT (\$)</b>
Jonathon Harker	E.Z. Electrical (BIP-registered - NWT)	Norman Wells (NWT)	37.5		<b>\$1,406.25</b>
Ellen Ripley	E.Z. Electrical (BIP-registered - NWT)	Norman Wells (NWT)	112.5		<b>\$4,533.75</b>
Betty White	E.Z. Electrical (BIP-registered - NWT)	Norman Wells (NWT)	75		<b>\$2,812.50</b>
John Candy	E.Z. Electrical (BIP-registered - NWT)	Norman Wells (NWT)	93.68		<b>\$3,747.50</b>
Gomez Addams	Best Northern Contracting Ltd. (BIP-Registered - Local)	Inuvik (Local)	112.5	<b>\$4,533.75</b>	
<b>Subcontractor(s) Engaged</b>					
<b>Business Name</b>	<b>Services Provided</b>	<b>Vendor Location (Town/City)</b>			
The Local Hotel Company (BIP-registered - Local)	Accommodations	Inuvik (LOCAL)		<b>\$4,220.00</b>	
TJ's Trucking (BIP-registered - Local)	Truck/cargo transportation	Inuvik (LOCAL)		<b>\$12,000.00</b>	
Comfort Airways Ltd. (BIP-registered - NWT)	Air travel	(NWT)			<b>\$2,000.00</b>
<b>Goods Supplier(s) Engaged</b>					
<b>Business Name</b>	<b>Goods Commodity / Description</b>	<b>Vendor Location (Town/City)</b>			
E.Z. Electrical (BIP-registered - NWT)	Electrical supplies	Norman Wells (NWT)		<b>\$9,000.00</b>	
Best Northern Contracting Ltd. (BIP-Registered - Local)	Building Construction Materials	Inuvik (LOCAL)		<b>\$51,466.25</b>	

Total BIP Spend: **\$72,220.00** **\$23,500.00**

Enter any NON-BIP content in this row (do NOT enter non-BIP content in rows above)

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Total Non-BIP Spend: **\$14,000.00**

Invoice Total: **\$109,720.00**