

REQUEST FOR PROPOSAL

FOR THE PROVISION OF

PHOTOVOLTAIC (PV) RENEWABLE ENERGY SYSTEMS FOR UNHCR OPERATIONS IN SOUTH SUDAN

CLOSING DATE AND TIME: as indicated in the ERP system

1. INTRODUCTION TO UNHCR

The Office of the United Nations High Commissioner for Refugees was established on 14 December 1950 by the United Nations General Assembly. The agency is mandated to lead and co-ordinate international action to protect refugees and resolve refugee problems worldwide. Its primary purpose is to safeguard the rights and well-being of refugees. It also has a mandate to help stateless people.

In more than seven decades, the agency has helped tens of millions of people restart

their lives. UNHCR is today one of the world's principal humanitarian agencies, its staff of more than 18,800 personnel helping more than 89 million people in more than 137 countries. Staff members work in a diversity of locations and conditions including 3 Headquarters (HQ), in Geneva, Budapest, and Copenhagen. For further information on UNHCR, its mandate and operations please see <http://www.unhcr.org>.

2. PROJECT BACKGROUND

UNHCR is committed to improve its environmental performance, climate compatibility and resource efficiency by reducing its use of fossil fuels, purchasing green energy from reliable suppliers and undertaking other sustainability initiatives. However, the upfront investment needed to support such a transition to clean energy and sustainable infrastructure can be significant and for UNHCR to provide this, it would compete for limited resources with humanitarian priorities.

UNHCR's compounds, premises, and offices generate greenhouse gas emissions amounting to an estimated 97,136 tons of CO₂ annually. One major source of emissions is linked to the fact that UNHCR runs diesel generators in a lot of its operations. Converting these operations to solar energy could have both a positive carbon impact and a positive financial impact, since solar energy is expected to be cheaper than existing diesel/fossil fuel generation in many geographies.

The compound considered for solarisation under this tender comprises offices hosting UNHCR's administrative, support and management services, and accommodation hosting UNHCR staff. Although adjacent to or located near the operational sites managed by UNHCR, compounds are distinct from the actual sites hosting refugee communities.

3. REQUIREMENTS

The Office of the United Nations High Commissioner for Refugees (UNHCR) invites proposals from capable and qualified companies/ firms, to submit a proposal for the provision of a Photovoltaic (PV) Renewable Energy System for a UNHCR Deep Field Compounds in South Sudan.

UNHCR intends on awarding contracts for the Engineering, Procurement and

Construction ("EPC") of these Photovoltaic (PV) Renewable Energy Systems and related contracts for the Operations and Maintenance ("O&M") over an indicative term of five (5) years, hereafter referred to as "Contract(s)". The successful Bidder will be required to maintain their quoted price model for the duration of the Contract(s). Please note that any quantities in the RFP, including annexes, have been stated to enable bidders to have an indication of the projected requirements. It does not represent a commitment that UNHCR will purchase a minimum quantity of services. Quantities may vary and will depend on the actual requirements and availability of funds.

Other United Nations Agencies, Funds and Programs shall be entitled to the same prices and terms as those contained in the proposals of the successful bidders and could form the basis for a Frame Agreement with other UN Agencies.

It is strongly recommended that this Request for Proposal (RFP) and its annexes be read thoroughly. Failure to observe the procedures laid out therein may result in disqualification from the evaluation process.

Note: This document is not to be construed in any way as an offer to contract with your firm.

4. RFP SUBMISSION

We would appreciate receiving your submission on or before the deadline as indicated in ERP system. Please note that bidding must be submitted directly in the system and shall be prepared in English, responding to the questions and uploading required documents by the date and time indicated in the online portal. It is your full responsibility to ensure that your submission is submitted before the deadline. Bidding received after the submission deadline, outside the online portal, for any reason, will not be considered for evaluation.

IMPORTANT: Inclusion of copies of your proposal with any correspondence sent directly to the attention of the responsible buyer or any other UNHCR staff **will result in disqualification of the proposal**. Please send your bid using the **Claud ERP tool**.

Be aware that the system requirements employed by UNHCR limit the size of attachments to a maximum of 24 Mb in each required field, as specified in the Requirements Section.

Ensure that your bidding remains valid for as least 90 days. The standard payment terms of UNHCR is net 30 days upon satisfactory delivery of goods or services and acceptance by UNHCR.

5. INTENTION TO BID - Create a response draft in ERP

To confirm your intention to participate in this tender, bidder is requested to create a draft in the ERP system, which will validate your interest to bid.

6. REQUEST FOR CLARIFICATION

Bidders are required to submit any request for clarification or any question in respect of this RFP by this ERP portal using messaging functionality before the clarification date deadline. **The deadline for receipt of last clarification questions is 23:59hrs.CET on Wednesday 5th of June 2024.**

Bidders are requested to keep all questions concise. UNHCR will reply to the questions received as soon as possible by the system. Answering the queries or resolving the technical issue would take time and UNHCR will not be held liable for any delays. UNHCR will respond during official business hours.

After the Mandatory Site visit period, clarifications received will be shared exclusively with the bidders who attended the site visit as part of mandatory requirements.

7. MANDATORY SITE VISIT

With reference to Annex A section 3.4.1.2, all bidders who acknowledge interest in submitting a proposal are invited to attend a **mandatory site visit** during the week(s) indicated in the table above. Please note that attendance at this site visit is **mandatory** to facilitate the drafting of a valuable technical proposal. Proposals from companies/consortium who have not attend the visit **will** be rejected.

In order to participate in the site visit, bidders shall submit the Annex D - Site Visit Protocol the list of requirements. The bidder will cover the cost, responsibility and risk of the site visit, and must indicate the following information:

- Full Name
- Nationality

- Copy of Passport and or Identification document
- Contact details

UNHCR will provide the bidder's personnel the security passes and access to UNHCR areas necessary for the site visit.

Further details on the site visit will be shared at a later stage by way of a direct email communication when the names and the number of the participants has been confirmed.

UNHCR will share with all the bidders that participated in the site visit minutes of the visit and any other documents related to the visit that are deemed relevant for the preparation of the bidder's proposal.

8. BIDDERS CONFERENCE

A virtual bidder's conference **may** be held after the site visit if deemed necessary to address any additional questions not addressed during the site visit. Meeting access details will be provided to all shortlisted bidders prior to the scheduled date once confirmed by UNHCR if taking place. All questions to be discussed are to be submitted by the deadline indicated.

After the **Mandatory Site** visit period, clarifications received will be shared exclusively with the bidders who attended the site visit as part of the mandatory requirement. UNHCR **may** organise an online Bidder pre-bid conference **via Microsoft Teams** (the "Bidder Conference"). Details will be provided upon confirmation from UNHCR.

All questions to be raised in the pre-bid conference are to be submitted by the above indicated Deadline for submission of questions to be raised at Bidder Conference.

IMPORTANT if UNHCR deems necessary to hold a Bidder Conference; please note this is up to the discretion of UNHCR.

9. ENVIRONMENTAL POLICY

UNHCR's policy is to purchase products and services with the least negative impact on the environment. Environmental considerations, including manufacture, transport, packaging, use, and disposal of goods, are integral to UNHCR's evaluation and selection process.

10. ZERO TOLERANCE POLICY

Note that UNHCR strictly adhered to a zero-tolerance policy, advising its Suppliers not to offer any gifts, favors, hospitality, commission, etc. to any UNHCR Staff. Any Supplier

found engaging in such activities may face sanctions from UNHCR and other UN agencies.

11. SUPPLIER REGISTRATION

If you have never registered before, register a profile using the registration link shared via the procurement notice or following the instructions in guides available on the UNHCR website: [How to become a supplier | UNHCR](#)

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

Thank you, and we look forward to receiving your quotations.

Division of Emergency, Security and Supply

HQ Procurement

This document has important legal consequences. The information contained in this document is proprietary of UNHCR. It shall not be used, reproduced, or disclosed to others without the express and written consent of UNHCR.

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1 Overview

1.1 General Information

Title	RFP FOR THE PROVISION OF PVC SYSTEMS FOR UNHCR OPERATION IN SOUTH SUDAN		
Buyer	Mariana ANAYA VILLAFANA	Outcome	One Off Contracts
E-Mail	ANAYAVIL@unhcr.org	Two Stage Evaluation	Yes
Introduction	BIDDING INFORMATION:		

COMPOSITION OF BIDDERS AND ASSOCIATION

Consortia

In this document,

"Consortia" (plural for consortium) are associations or groups of companies that engage in common activities to achieve joint objectives whose rights and obligations are set out in the Consortium's agreement.

Bidders intending to submit a proposal as a consortium shall submit with their proposal a copy of their Consortium's agreement or a letter of association confirming the establishment of the consortium. If a consortium has not been established yet, bidders shall submit a letter of intent.

Interested companies that intend to form or have formed a consortium for the purpose of this RFP shall, at the time of submission, confirm in their joint submission that they have designated one party to act as lead company. For this purpose, the consortium's agreement, or the letter of association or the letter of intent shall indicate the "Lead company" which is a member of a consortium duly authorised by other consortium members to legally represent them and act on their behalf.

The document submitted whether consortium's agreement, or the letter of association or the letter of intent shall acknowledge that if the consortium is awarded the Contract(s), the designated party acting as lead company will be duly vested with authority to legally bind the members and the lead company will enter the Contract(s) with UNHCR, acting for and on behalf of all consortium members. The document shall also include the respective share of liability among all the members.

The lead company will sign the Contract(s) for and on behalf of all other consortium members.

After the submission of the bids, and until a contract award is made,

the composition of the consortium, including the designated lead company identified to represent the consortium cannot be modified. Any change in this regard will lead to the disqualification of the consortium. After the contract award, changes to the composition of the consortium requires prior approval by UNHCR. Failing to comply with this requirement may lead to the early contract termination.

Sub-Contracting

In case of subcontracting, bidders are required to carefully adhere to the terms outlined in the UNHCR General Conditions of Contract for the Provision of Goods and Services, July 2018 version (Annex H).

Conflict of Interest

Bidders have an obligation to disclose any situation of actual or potential conflict of interest that impacts on their capacity to serve the best interest of UNHCR, or that may reasonably be perceived as having this effect. Failure to disclose such situations may lead to the disqualification of the Bidder or the termination of its contract.

As a general rule, bidders (including any of their affiliates/associates), in deference to the requirements shall provide professional and objective advice, and at all times, hold UNHCR's interests' paramount, strictly avoiding conflicts with other assignments. In case a situation of conflict of interest is detected, UNHCR at its sole discretion may decide to disqualify the bidder concerned or terminate the relating contract.

Parent Company Guarantee

Bidders that submit proposals as a subsidiary entity may be required to provide a parent company guarantee from each shareholder if selected as Preferred Bidder.

Performance Guarantee

The successful Bidder will be required to provide a performance guarantee in the O&M period of ten percent (10%) of the contract value in a form that is acceptable to UNHCR.

ELIGIBILITY OF BIDDERS

Proof that the Company/Consortium has:

1. **completed** at least **3 project** integrating solar PV, Battery storage and generator:
 2. **completed** a project with at least **minimum 500kWh** of storage; and
 3. **installed** an cumulative capacity of **at least 1MW solar PV project(s)**
- The Company /Consortium has minimum cumulative turn-over of US\$ 300,000 for the last two (2) years prior to the closing date of this request for proposal
 - The Company/Consortium has legal capacity to enter into the Contract(s)
 - The Company/Consortium is not insolvent, in receivership, bankrupt or being wound up, their business activities have not been suspended, and he is not the subject of legal proceedings for any of the foregoing.
 - The Company/Consortium has fulfilled its obligations to pay taxes and social security contributions under the relevant national laws and regulations.
 - Companies/ Consortiums must disclose any situation of actual or potential conflict of interest that may impact on their capacity to serve the best interest of UNHCR, or that may reasonably be perceived as having this effect. Failure to disclose such situations may lead to the disqualification of the Company or Consortium or the termination of its Contract(s).
 - UNHCR officials and employees may not be hired to work as a member of a team of Bidders.
 - Companies participating as a consortium must provide evidence of a valid Consortium's agreement or a letter of association or the letter of intent to form a consortium, confirming their collaboration, designating a lead company, and demonstrating a clear understanding of the joint obligations and responsibilities outlined in the agreement.

RFP DOCUMENTS

The following annexes form an integral part of this Request for Proposal:

- Annex A - Terms of Reference (TOR)
- Annex B - Site Specific Information and Requirements (ten

- documents)
- Annex C - Technical Returnable (six documents: one excel summary document (C, I), and one Technical Design Report (C, II) per site)
 - Annex D - Site Visit Protocol – to be returned in order to participate in the site visit
 - Annex E - Intention to Bid by creating a draft in the ERP
 - Annex F - UNHCR Vendor Registration Form – 2023 - Supplier is requested to complete in case of award.
 - Annex G - UNHCR Environmental Management Requirements for Contractors and Occupational Health and Safety Requirements for Contractors (two documents)
 - Annex H - UNHCR General Conditions of Contract (two documents)
 - Annex I - UNHCR Supplier Code of Conduct
 - Annex J - Financial Returnable – to be submitted separately to the Technical Component

TENTATIVE TIMELINE

UNHCR may issue additional information regarding the RFP on an ad hoc basis. Bidders shall be obliged to accept any amendments to the RFP documents. All amendments shall be deemed to be part of the RFP. A Bidder must ensure that its Proposal is prepared considering all amendments issued to the RFP.

Proposed Timeline:

- Deadline for confirmation of intention to attend the site visit and associated required information as indicated in this document: 15th April 2024
- Site Visit : Weeks of 29th April and 6th May 2024
- Deadline for the submission of questions to be raised by the Bidder: 20th May 2024
- Bidder Conference: Week of 27th May 2024 (Note: Tentative)
- Deadline for the submission of question: 5th of June 2024
- Response to clarification of questions: 13th June 2024
- Proposal Submission Deadline: As indicated in the ERP System

YOUR PROPOSAL

Your proposal shall be prepared in English. Please submit your offer using the Annexes provided and in PDF form where required. Proposals not conforming to the requested formats may not be taken into consideration.

IMPORTANT: Inclusion of copies of your proposal with any correspondence sent directly to the attention of the responsible buyer or any other UNHCR staff may result in disqualification of the proposal. Please send your bid directly to the address provided in the Please send your bid using the Cloud ERP tool

Your Proposal shall comprise the following two pack documents:

- Technical component
- Financial component

Content of TECHNICAL COMPONENT

IMPORTANT: No pricing information should be included in the Technical Component. Failure to comply will result with disqualification.

The Terms of Reference (TOR) of the services requested and the form of documentation required by UNHCR can be found in Annex A. Clearly state and disclose any discrepancies with the specifications given.

Your Technical proposal should be concisely presented and structured in the format detailed in Annex A and ensure that the content will enable the performance of the system in line with the Technical Specifications indicated in Annex B.

Your technical proposal should be concisely presented and structured in the following order to include, but not necessarily be limited to, the following information.

1. Dully Completed Annex C, I and Annex C, II for each site
2. Company registration documents with the Government of country of origin.
3. Company or Consortium profile including (if any):

- Brief History of the Company or Consortium members;
- Structure of ownership/ shareholding and details of Company or Consortium
- Company or Consortium responsibility diagram; and
- Letter of Association (if bidding as a Consortium) or the letter of intent to form a consortium

4. Proof that you Company/Consortium has:

- **completed** at least 3 projects integrating solar PV, battery storage and generator;
- **completed** a project with at least minimum 500 kWh of storage; and
- **installed** an accumulative capacity of at least 1 MW solar PV project(s).

Examples of acceptable supporting documents include letters of award and completion documents including a Certificate of Compliance. Due diligence may be carried out to confirm proof of completion. Projects for which appropriate supporting documents are not provided will not be taken into consideration to determine the company/consortium's evaluation score.

5. Financial statements of the Company or Consortium for the last two (2) years prior to the closing date of this request for proposal showing a minimum cumulative turn-over of US\$ 300,000.

Content of FINANCIAL COMPONENT

The Financial Component is to be submitted as per the Financial Offer Form (Annex J). Bids that have a different price structure may not be accepted.

Your separate Financial Component must contain an overall proposal in a single currency, in US Dollars.

The Financial Component must cover all the services to be provided (price "all inclusive").

UNHCR is exempt from all direct taxes and customs duties, thus, price must be given without VAT. VAT, if applicable, will be paid to the company by UNHCR which it claims for refund with the Government later.

You are requested to hold your proposal valid for **90 days** from the

deadline for submission. UNHCR will make its best effort to select a company within this period. UNHCR's standard payment terms are within 30 days after satisfactory implementation and receipt of documents in order.

The cost of preparing a bid and of negotiating a contract, including any related travel, is not reimbursable nor can it be included as a direct cost of the assignment. Any activity undertaken or expenses incurred in preparation of a contract before an actual contract is signed shall be borne by the Bidder. An advance notice or information of award is not to be considered as a contract.

UNHCR will not provide any advance payments or payments by letter of credit. The standard payment terms are by bank transfer net thirty (30) days after acceptance of the contractor's invoice and delivery of the goods to the and/or acceptance by UNHCR of the services.

This is a two stage negotiation and all responses will be evaluated in two stages.

1,2 Schedule

Preview Date
 Close Date **2024.06.28. 17:00**
 Time Zone **Central European Time**
 Open Date **2024.04.03. 12:44**
 Award Date

1,3 Negotiation Controls

Response Visibility **Sealed**

Lines Settings

Rank Indicator **1,2,3...**
 Ranking Method **Price only**

1,4 Terms

Agreement Start Date
 Agreement Amount (USD)
 Payment Terms **HCR Net 30**
 Shipping Method
 Negotiation Currency **USD (US Dollar)**
 Agreement End Date
 Minimum Release Amount (USD)
 Freight Terms **DELIVERED AT PLACE**
 FOB **Buyer managed transportation**
 Price Precision **2**

1,5 Attachments

File Name or URL	Type	Description
CHECKLIST FOR BID SUBMISSION.d	File	
supplier-portal-manual.pdf	File	
J Financial Offer_South Sudan.	File	

File Name or URL	Type	Description
I UN Supplier Code of Conduct.	File	
H II. EN_General Conditions of	File	
H I. EN_General Conditions - G	File	
II. OCCUPATIONAL HEALTH AND SA	File	
I. ENVIRONMENTAL MANAGEMENT RE	File	
F Vendor Registration Form 202	File	
E Template Letter of Intention	File	
D Site Visit and Site Access P	File	
C II. Technical Design Report	File	
C II. Technical Design Report	File	
C II. Technical Design Report	File	
C II. Technical Design Report	File	
C II. Technical Design Report	File	
C I. Technical Returnable Summ	File	
B, II. e) Juba GH Technical Sp	File	
B, II. d) Juba CO Technical Sp	File	
B, II. c) Jam Jang SO Technica	File	
B, II. b) Bunj SO Technical Sp	File	
B, II. a) Bor FO Technical Spe	File	
B, I. e) Juba GH Site Info mem	File	
B, I. d) Juba CO Site Info mem	File	
B, I. c) Jam Jang SO Site Info	File	
B, I. b) Bunj SO Site Info mem	File	
B, I. a) Bor FO Site Info memo	File	
A Terms of Reference_South Sud	File	

2 Requirements

**Response is required*

Dear Supplier,

Please review carefully the requirements and questions in this section. Provide answers as required and upload supporting documents when requested so. Failure to send the above requested information may result in disqualification of your offer from further evaluation. Full acceptance of the UNHCR General Conditions of Contracts. This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non-acceptance of the General Conditions of Contract may be grounds for the rejection of the Proposal.

Bid Evaluation Former submissions, references to previous or on-going proposals related to UNHCR projects will not be considered.

Award of a previous contract with UNHCR will not be considered in itself a preference or guarantee for the award of future solicitations on the same subject.

IMPORTANT: A bid submitted by a consortium will be evaluated by considering the technical and financial capacity of all Consortium members.

Eligibility and Commercial/ Supplier Registration Check:

As a prerequisite for a supplier to be deemed eligible for an award of contract, the company should not, or should not be associated with a company or individual, under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the consolidated United Nations Security Council Sanctions List (available at: www.un.org/securitycouncil/sanctions/information), UN Secretariat Procurement Division list of suspended or removed vendors, UNGM/World Bank list of suspended or debarred vendors and EU sanctioned vendors on its website www.sanctionsmap.eu

The qualified Bidder(s) will be added to the Vendor Database after investigation of suitability based on the already submitted Vendor Registration Form and supporting documents. The investigation involves consideration of several factors such as:

- Financial Standing
- Core business
- Track record
- Contract Capacity
- Mandatory Criteria

For the award of this agreement, UNHCR has established evaluation criteria that govern the selection of proposals received. Evaluation is made on a technical and financial basis provided the mandatory returnable documents of all bid forms and evidence of consortium formation (if relevant) are provided. Please check that your proposal includes the mandatory criteria as listed under the list of requirements to be submitted by bidder.

IMPORTANT: All mandatory criteria must be met, otherwise the bidder's submission will not be considered for further evaluation. The mandatory criteria are evaluated with using the PASS/FAIL

Technical Evaluation (60%)

If your company passes the above verification of the mandatory pass/ fail criteria, it will be recommended for further evaluation using the weighted criteria applied under the list of requirements of the technical proposal.

Technical score = Total of average of each category (max 60) The minimum score to be considered technically compliant will be 42 points out of 60 points.

Proposals that score below the threshold will not be considered in the financial evaluation nor for the award of the contract

IMPORTANT: No pricing information should be included in the Technical Component. Failure to comply with this requirement will result with disqualification.

Financial Evaluation (40%)

The Financial component will count for 40% of the total score. The maximum number of points will be allotted to the lowest price proposal that is opened and compared among those invited firms. All other price proposals will receive points in inverse proportion to the lowest price, e.g.,

$[\text{total Price Component}] \times [\text{US\$ lowest}] \div [\text{US\$ other}] = \text{points for other Bidder's Price Component.}$

For evaluation purposes only, the proposals submitted in currency other than US Dollars will be converted into US Dollars using the United Nations rate of exchange in effect on the date the submissions are due.

IMPORTANT: The Financial offer will only be open for evaluation if the bidder's technical part of the offer has been accepted by UNHCR as meeting technical specifications.

Clarification of Proposals:

To assist in the examination, evaluation, and comparison of proposals, UNHCR may at its discretion ask the Bidder for clarification about the content of the proposal. The request for clarification and the response shall be in writing and no change in price or substance of the proposal shall be sought, offered or accepted.

Due Diligence:

If the vendors are found to be technically compliant following completion of the evaluation of their technical proposals, UNHCR may conduct a due diligence/supplier verification exercise if the vendors are not known to UNHCR or have not already worked satisfactorily for UNHCR in the past.

Should the findings of the due diligence/ supplier verification contradict the desk evaluation of technical proposals, the finding of the due diligence/ supplier verification report will prevail. UNHCR will not conduct such exercises for those unknown vendors who are not found to be technically compliant. It may also not carry out such exercises for those vendors whom UNHCR knows well.

Contract Award Criteria:

The supplier securing the highest combined score from technical and financial proposal will be awarded the Contract(s).

Bid Acceptance:

UNHCR reserves the right to cancel the RFP, accept the whole or part of your bid, or allow split or partial awards without having to assign any reason whatsoever and is not obliged to select the lowest offer.

UNHCR may at its discretion increase or decrease the proposed content when awarding the Contract(s) and would not expect a significant variation of the rate submitted. Any such increase or decrease in the Contract(s) duration would be negotiated with the successful Bidder as part of the finalization of the Purchase Orders.

UNHCR may, at its discretion, extend the deadline for the submission of bids, by notifying all prospective suppliers in writing. The extension of the deadline may accompany a modification of the solicitation documents prepared by UNHCR at its own initiative or in response to a clarification requested by a prospective supplier.

Please note that UNHCR is not bound to select any of the companies submitting bids and does not bind itself in any way to select the firm offering the lowest price. Furthermore, the Contract(s) will be awarded to the bid considered most responsive to the needs, as well as conforming to UNHCR's general principles, including economy and efficiency and best value for money.

Currency and payment terms for Purchase Order:

Any Purchase Order (PO) issued as a result of this RFP will be made in USD. Payment will be made in accordance to the General Conditions of Contracts. Payments shall only be initiated after confirmation of successful completion of the ordered services by UNHCR business owner.

The Bidder shall bear all costs associated with the preparation and submission of its Bid. The cost of preparing a bid and of negotiating a contract, including any related travel, is not reimbursable nor can it be included as a direct cost of the assignment. UNHCR shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding Process.

UNHCR General Conditions of Contracts:

Please note that the General Conditions of Contract (GCC) (Annex H) will be strictly adhered to for the purpose of any future Contract(s) and submitting a proposal is deemed as full acceptance of UNHCR's General Conditions for Contract. The order of precedence for the procurement of goods and services shall be governed by the GCC specified in Annex H I. All activities related to civil works will be governed by the GCC under the Annex H II.

Liquidated Damages:

Please note that – during the implementation of the Contract or PO- should the Contractor be in delay, without prejudice to UNHCR's other rights and remedies, UNHCR may, at its sole option, demand liquidated damages for such delay, in an amount equal to 0.1% to 0.3% of the value of the contract for each day of delay beyond the date upon which the Works were due to be delivered up to a maximum deduction of 10%.

Privileges and Immunities:

Nothing in or relating to the Contract(s) shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs or of UNHCR (as a subsidiary organ of the United Nations).

Arbitration:

Any dispute, controversy, or claim between the Parties arising out of the Contract(s) or the breach, termination, or invalidity thereof, will be subject to binding arbitration in accordance with the UNCITRAL Arbitration Rules then obtaining. The Parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such dispute, controversy, or claim.

The UN Global Compact:

The UN Global Compact is a call to companies to align strategies and operations with universal principles on human rights, labour, environment and anti-corruption, and take actions that advance societal goals. UNHCR encourages bidders to sign up to this initiative at: www.unglobalcompact.org/

2.1 Section 1. General Terms and Conditions (Technical)***1. Acceptance of UNHCR General Terms and Conditions for Contracts**

Please confirm our full acceptance of UNHCR's General Conditions for Contract (Annex H, I and H, II)

Weight: 0,00

Attachments:

File Name or URL	Type	Description
H II. EN_General Conditions of	File	
H I. EN_General Conditions - G	File	

Select one of the following:-

a. Yes, I confirm full acceptance of UNHR GCC (Score: 1)

***2. Acceptance of UNHCR Supplier Code of Conduct**

Confirm the attached document

Weight: 0,00

Attachments:

File Name or URL	Type	Description
Annex I UN Supplier Code of Co	File	

Select one of the following:-

a. Yes, I confirm

***3. Acknowledgement and acceptance of the provisions on Privileges and Immunities**

Acknowledgement and acceptance of the provisions on Privileges and Immunities, as well as Arbitration as stated under this RFP document.

Weight: 0,00

Select one of the following:-

a. Yes, I accept the provision on privileges and immunities

***4. Intention to Bid**

To confirm your intention to participate in this tender, please create a draft in the ERP system, which will validate your interest.

Attached you can find a document with further instructions.

Weight: 0,00

Attachments:

File Name or URL	Type	Description
Letter of Intention to Bid. pdf	File	

Select one of the following:-

a. Yes, I confirm *(Response attachments are optional)*

Comments:

2.2 Section 2. RFP Documents (Technical)

***1. Annex A Terms of Reference**

Bidder is required to read carefully the TOR

Attachments:

File Name or URL	Type	Description
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A Terms of Reference_South Sud	File	
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Select one of the following:-

- a. I have read and understood the RFP Terms of Reference *(Response attachments are optional)*

***2. Annex B Site Info and Technical Specification**

- B, I. a) Bor DO Site Info Memo
- B, I. b) Bunj SO Site Info Memo
- B, I. c) Jam Jang SO Site Info Memo
- B, I. d) Juba CO Site Info Memo
- B, I. e) Juba GH Site Ingo Memo
- B, II. a) Bor FO Technical Specifications
- B, II. b) Bunj SO Technical Specifications
- B, II. c) Jam Jang SO Technical Specifications
- B, II. d) Juba CO Technical Specifications
- B, II. e) Juba GH Technical Specifications

Attachments:

File Name or URL	Type	Description
B, I. a) Bor FO Site Info memo	File	Site Info Memo Bor FO
B, I. b) Bunj SO Site Info mem	File	Site Info Memo Bunj SO
B, I. c) Jam Jang SO Site Info	File	Site Info Memo Jan Jang SO
B, I. d) Juba CO Site Info mem	File	Site Info Memo Juba CO
B, I. e) Juba GH Site Info mem	File	Site Info Memo Juba GH
B, II. a) Bor FO Technical Spe	File	Technical Specifications Bor FO
B, II. b) Bunj SO Technical Sp	File	Technical Specification Bunj SO
B, II. c) Jam Jang SO Technica	File	Technical Specifications Jam Jang SO
B, II. d) Juba CO Technical Sp	File	Technical Specifications Juba CO
B, II. e) Juba GH Technical Sp	File	Technical Specifications Juba GH

Select one of the following:-

- a. I have read and understand the site Info Memo and Specifications *(Response attachments are optional)*

Comments:

***3. Annex D Site Visit and Site Visit Protocol**

Bidder is requested provide written notice to UNHCR of the intention to attend the site visit. Bidder is requested to complete and sign the Site Visit protocol prior to attending to the site visit.

Attachments:

File Name or URL	Type	Description
D Site Visit and Site Access P	File	

Select one of the following:-

- a. I have read and understood the site visit protocol(*Response attachments are required*)

Comments:

***4. Annex G. UNHCR Environmental Management Requirements for Contractors and Occupational Health and Safety Requirements for Contractors (two documents).**

Attachments:

File Name or URL	Type	Description
I. ENVIRONMENTAL MANAGEMENT RE	File	
II. OCCUPATIONAL HEALTH AND SA	File	

Select one of the following:-

- a. I have read and understood both documents for this requirement (*Response attachments are optional*)

Comments:

5. Checklist for Bid Submission

The checklist supports the bidders to ensure they submit all mandatory documents.

Attachments:

File Name or URL	Type	Description
CHECKLIST FOR BID SUBMISSION.d	File	

Select one of the following:-

- a. Yes, I have used the checklist to prepare my proposal

2.3 Section 3. Mandatory Criteria (Technical)

***1. Returnable Bid Form Annex C, I**

Bidder must submit Returnable Bid Form Annex C, I (Technical Returnable Summary)

Weight: 0,00

Attachments:

File Name or URL	Type	Description
C I. Technical Returnable Summ	File	

Select one of the following:-

- a. Yes, attached is Returnable Annex C,I(*Response attachments are required*)

Comments:

***2. Returnable Bid Form Annex C,II Bor FO**

Bidder must submit Returnable Bid Form Annex C, II (Technical Design Report) for Bor FO

Weight: 0,00

Attachments:

File Name or URL	Type	Description
C II. Technical Design Report	File	

Select one of the following:-

a. Yes, Returnable bid Form C, II Bor FO is attached(*Response attachments are required*)

Comments:

***3. Returnable Bid Form Annex C,II Bunj SO**

Bidder must submit Returnable Bid Form Annex C. II (Technical Design Report) for Bunj SO

Weight: 0,00

Attachments:

File Name or URL	Type	Description
C II. Technical Design Report	File	

Select one of the following:-

a. Yes, attached Annex C, II Bunj FO(*Response attachments are required*)

Comments:

***4. Returnable Bid Form of Annex C,II Jam Jang SO**

Bidder must submit returnable Bid Form Annex C, II (Technical Design Report) for Jang SO

Weight: 0,00

Attachments:

File Name or URL	Type	Description
C II. Technical Design Report	File	

Select one of the following:-

a. Yes, attached Annex C,II Jang SO(*Response attachments are required*)

Comments:

***5. Returnable Bid Form Annex C,II Juba CO**

Bidder must submit Returnable Bid Form C,II (Technical Design Report) for Juba CO

Weight: 0,00

Attachments:

File Name or URL	Type	Description
C II. Technical Design Report	File	

Select one of the following:-

a. Yes, attached Annex C, II Juba CO(*Response attachments are required*)

Comments:

***6. Returnable Bid Form of Annex C,II Juba GH**

Bidder must submit returnable Bid Form Annex C, II (Technical Design Report) for Juba GH

Weight: 0,00

Attachments:

File Name or URL	Type	Description
C II. Technical Design Report	File	

Select one of the following:-

a. Yes, I attach Annex C,II Juba GH(*Response attachments are required*)

Comments:

***7. Compliant Proposal with the Key Parameters of Minimum Requirements**

The submitted proposal complies with the Key Parameters of the minimum requirements required for the new photovoltaic renewable energy systems as specified in Table 1 of the Technical Specifications for each site.

Weight: 0,00

Select one of the following:-

a. Yes, it is compliant with Key Parameters

***8. Company Registration Documents**

Please attach the Company registration documents with the Government of the country of origin.

Weight: 0,00

Select one of the following:-

a. Yes, the document is attached(*Response attachments are required*)

*9.

Company or Consortium profile

Bidders intending to submit a proposal as a consortium shall submit with their proposal a copy of their Consortium's agreement or a letter of association confirming the establishment of the consortium. If a consortium has not been established yet, bidders shall submit a letter of intent.

Please submit all the below documents depending on your Company Composition:

- Brief history of the Company or Consortium members
- Structure of ownership/ shareholding and details of Company or Consortium;
- Company or Consortium responsibility diagram; and
- Letter of Association (if bidding as a Consortium) or the letter of intent to form a consortium

Weight: 0,00

Select all that apply:-

- a. Company (*Response attachments are required*)
 b. Consortium (*Response attachments are required*)

*10. **Proof of Similar Projects Company/Consortium**

Submit a proof for **completed** at least 3 projects integrating solar PV, battery storage and generator

Examples of acceptable supporting documents include letters of award and completion documents including a Certificate of Compliance. Due diligence may be carried out to confirm proof of completion. Projects for which appropriate supporting documents are not provided will not be taken into consideration to determine the company/consortium's evaluation score

Weight: 0,00

Select one of the following:-

- a. Yes, 3 projects (*Response attachments are required*)

Comments:

*11. **Proof of Similar Projects with at least minimum 500 kWh Company/Consortium**

Submit proof of a **completed** projects with at least minimum 500 kWh storage

Examples of acceptable supporting documents include letters of award and completion documents including a Certificate of Compliance. Due diligence may be carried out to confirm proof of completion. Projects for which appropriate supporting documents are not provided will not be taken into consideration to determine the company/consortium's evaluation score

Weight: 0,00

Select one of the following:-

- a. Yes, I have completed projects with at least minimum 500 kWh storage (*Response attachments are required*)

*12. **Proof of Similar Projects of at least 1 MW solar PV Project Company/Consortium**

Submit proof of an **installed** accumulative capacity of at least 1 MW solar PV Project(s).

Examples of acceptable supporting documents include letters of award and completion documents including a Certificate of Compliance. Due diligence may be carried out to confirm proof of completion. Projects for which appropriate supporting documents are not provided will not be taken into consideration to determine the company/consortium's evaluation score

Weight: 0,00

Select one of the following:-

- a. Yes, I have installed at least 1 MW solar PV Project (*Response attachments are required*)

*13. **Financial Capacity**

Please provide the financial statements of your Company or Consortium for the last two (2) years prior to the closing

date of this proposal showing a minimum cumulative turn-over of US \$ 300,000

Weight: 0,00

Select one of the following:-

- a. Yes, I attach financial statements(*Response attachments are required*)

2.4 Section 4. Technical Requirements (Technical)

*1. Detailed Work Plan including proposed time schedule

Please submit detailed work plan including proposed time schedule.

Maximum scoring: 10 points

Weight: 0,00

Select one of the following:-

- a. I hereby attached a Detailed Work Plan (*Response attachments are required*)

*2.

Conformity of proposed components of the proposed system

The technical specifications in Annex A: Terms of Reference and Annex C: Technical Returnable

Detailed evaluation of the criteria

- Proposed solution meets all the specified minimum requirements (7 points)
- Proposed systems/components meet the required standards and quality (7 points)
- Submitted technical documentation shows a complete understanding of the scope of works (7 points)
- Proposed systems meet the design requirements (7 points)
- Technical proposal comes with a full set of datasheets and calculations justifications (PV annual yield, cable section calculation, protection devices) and a clear connection schematic (Single Line Diagram) (7 points)

Maximum scoring: 35 points

Weight: 0,00

Select one of the following:-

- a. I hereby attach proposed components of the system(*Response attachments are required*)

Comments:

***3. Operations and Maintenance Plan**

Attach the proposed Operations and Maintenance Plan

Maximum scoring: 15 points

Weight: 0,00

Select one of the following:-

a. I hereby attach the O&M Plan *(Response attachments are required)*

Comments:

2.5 Section 5. Financial Offer (Commercial)

***1. Annex J Financial Proposal**

Please provide the cost breakdown of your financial proposal as per the template (Annex J) and instructions provided. Indicate the total amount here and make sure it matches with the total amount indicated line items. Please make sure that the completed file is attached to this requirement.

Attaching the file with the breakdown of the financial proposal under any other section will result with disqualifying

Weight: 0,00

Attachments:

File Name or URL	Type	Description
J Financial Offer_South Sudan.	File	Annex J Financial Offer

Select one of the following:-

a. Yes, I attach the financial proposal

3 Lines

Instructions Scope of Services:

1. Engineering, Construction, and Procurement (EPC) Contract.
2. Operations and Maintenance (O&M) Contract for five (5) years.

3.1 Line Information

Line	Estimated Quantity	Response Price	Line Amount	Response Minimum Release Amount
1-EPC				
2-Operation and Maintenance for 5 years				

3.2 Line Details

3.2.1 Line 1 EPC

Category Name	CST Building and facility construction services	
Allow Alternate Lines	No	
Target Minimum Release Amount (USD)		Estimated Total Amount (USD)
Start Price (USD)		

3.2.2 Line 2 Operation and Maintenance for 5 years

Category Name	PWR Electrical maintenance services	
Allow Alternate Lines	No	
Target Minimum Release Amount (USD)		Estimated Total Amount (USD)
Start Price (USD)		