

REQUEST FOR PROPOSAL (RFP)

Regional Center for Renewable Energy and Energy Efficiency (RCREEE)	DATE: December 23, 2021
	REFERENCE: RCR/007/2021

Dear Sir / Madam:

We kindly request you to submit your Proposal for the **Optimized Bird Fatality Monitoring Program for Spring and Autumn 2022 at Lekela Power 250MW West Bakr Wind Farm in the Gulf of Suez, Egypt**

Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Proposals may be submitted on or before **Thursday, January 06, 2022** via email, courier mail to the address below:

Regional Center for Renewable Energy and Energy Efficiency (RCREEE) Hydro Power Building (7th Floor) Block 11 - Piece 15, Melsa District Ard El Golf, Nasr City, Cairo, Egypt
Procurement Dept.
Procurement@rcreee.org

Your Proposal must be expressed in the English Language, and valid for a minimum period of 90 days.

In the course of preparing your Proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Proposals that are received by RCREEE after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your Proposal by email, kindly ensure that they are signed and in pdf format, and free from any virus or corrupted files.

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the RFP and all other annexes providing details of RCREEE requirements.

The Proposal that complies with all of the requirements, meets all the evaluation criteria and offers the best value for money shall be selected and awarded the contract. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price shall be re-computed by RCREEE , and the unit price shall prevail, and the total price shall be corrected. If the Service Provider does not accept the final price based on RCREEE 's re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by RCREEE after it has received the Proposal

Any Contract that will be issued as a result of this RFP shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a Proposal implies that the Service Provider accepts the General Terms and Conditions of RCREEE, herein attached as Annex 4.

Please be advised that RCREEE is not bound to accept any Proposal, nor award a contract, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

RCREEE encourages every prospective Service Provider to prevent and avoid conflicts of interest, by disclosing to RCREEE if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

RCREEE implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against RCREEE, as well as third parties involved in RCREEE activities. RCREEE expects its Service Providers to adhere to RCREEE Genral Terms & Conditions.

Thank you and we look forward to receiving your Proposal.

Sincerely yours,

F&A Dept.-Procurement Section
12/23/2021

Description of Requirements

<i>Context of the Requirement</i>	Bird and Bat fatality monitoring programs at wind energy projects should be iterative and be enhanced as understanding of collision risk develops through the operational phase of projects. Intensive fatality monitoring programs aligned with GIIP and implemented at RGWE and KfW WPPs (e.g. Al-Hasani 2017; Al-Hasani 2018; Al-Hasani & El Gebaly 2018; Shohdi 2019) have provided robust and valuable information on the likely suite of species at risk from turbine and powerline collision at wind power projects in the Gulf of Suez, Egypt. These studies have demonstrated that MSBs are the principal fatality risk and smaller species, specifically bats only occur as fatalities extremely rarely. Building on these findings and the conservation imperative to understand fatality rates of MSBs associated with WPPs and powerlines along the GoS, to inform RCREEEs comprehensive Active Turbine Management Program (ATMP), the approach suggested here optimizes monitoring effort to obtain accurate unbiased fatality estimates for MSBs. The approach should also provide unbiased fatality estimates for non-MSBs at a level of accuracy capable of highlighting emerging risks to these species. Fatality estimates for all species are calculated using state-of-the-art good international wind industry standard GenEst fatality analysis software
<i>Implementing Partner of RCREEE</i>	Lekela Egypt
<i>Brief Description of the Required Services¹</i>	Optimized Bird Fatality Monitoring Program for Spring and Autumn 2022 at Lekela Power 250MW West Bakr Wind Farm in the Gulf of Suez, Egypt
<i>List and Description of Expected Outputs to be Delivered</i>	Expected Outputs and Deliverables As described in Annex 3 – TOR.
<i>Person to Supervise the Work/Performance of the Service Provider</i>	Sustainable Energy and Environment Expert-ATMP & ESIAs Manager
<i>Frequency of Reporting</i>	Monthly
<i>Conditions for submitting proposals (Email Submission)</i>	1) The Technical Proposal and the Financial Proposal files MUST BE COMPLETELY SEPARATE. The financial proposal shall be encrypted with password and clearly labelled. The files must be sent to the dedicated email address specified in the RFP. 2) The password for opening the Financial Proposal should be provided only upon request of RCREEE. RCREEE will request password only from bidders whose Technical Proposal has been found to be technically responsive. Failure to provide correct password may result in the proposal being rejected. 3) The Financial Proposal and the Technical Proposal files MUST BE COMPLETELY SEPARATE and uploaded separately in the system and clearly named as either “TECHNICAL PROPOSAL” or “FINANCIAL PROPOSAL”, as appropriate. The file with the “FINANCIAL PROPOSAL” must be encrypted with a password.
<i>Location of work</i>	<input checked="" type="checkbox"/> Gulf of Suez <input type="checkbox"/> At Contractor’s Location

¹ A detailed TOR may be attached if the information listed in this Annex is not sufficient to fully describe the nature of the work and other details of the requirements.

<i>Expected duration of work</i>	12 months		
<i>Target start date</i>	February 2022 (Spring Season) August 2022 (Autumn Season)		
<i>Latest completion date</i>	August 2022 (Spring Season) February 2023 (Autumn Season)		
<i>Implementation Schedule indicating breakdown and timing of activities/sub-activities</i>	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required		
<i>Names and curriculum vitae of individuals who will be involved in completing the services</i>	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required		
<i>Currency of Proposal</i>	<input type="checkbox"/> United States Dollars <input checked="" type="checkbox"/> Euro <input type="checkbox"/> Local Currency		
<i>Deadline for Submission</i>	Date: January 6, 2022 1:00 PM EGYPT Time Zone Time: 1.00pm (Local Time)		
<i>Proposal prices shall be subjected to taxation</i>	<input checked="" type="checkbox"/> yes, please submit proposal prices inclusive of direct and indirect taxes <input type="checkbox"/> No, please submit proposal prices exclusive of all taxes		
<i>Validity Period of Proposals (Counting for the last day of submission of quotes)</i>	<input type="checkbox"/> 60 days <input checked="" type="checkbox"/> 90 days <input type="checkbox"/> 120 days In exceptional circumstances, RCREEE may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal.		
<i>Partial Quotes</i>	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted		
<i>Payment Terms</i>	Outputs / Spring 2022	Percentage	Timing
	Upfront payment	20%	2 weeks following contract signing
	Delivery and approval of (D1) Monthly FMP Reports	15% - D1	Mid of March 2022
	Delivery and approval of (D1) Monthly FMP Reports	15% - D1	Mid of April 2022
	Delivery and approval of (D1) Monthly FMP Reports	15% - D1	Mid of May 2022
	- Draft FMP Report Final FMP Report incorporating comments raised in the technical workshop	25% D2&D3	Mid of July 2022

	<table border="1"> <tr> <td>Draft & Final FMP Recommendation Report</td> <td>10% D4&D5</td> <td>Mid of August 2022</td> </tr> <tr> <td>Outputs / Autumn 2022</td> <td>Percentage</td> <td>Timing</td> </tr> <tr> <td>Upfront payment</td> <td>20%</td> <td>2 weeks following contract signing</td> </tr> <tr> <td>Delivery and approval of (D6) Monthly FMP Reports</td> <td>15% - D6</td> <td>Mid of September 2022</td> </tr> <tr> <td>Delivery and approval of (D6) Monthly FMP Reports</td> <td>15% - D6</td> <td>Mid of October 2022</td> </tr> <tr> <td>Delivery and approval of (D6) Monthly FMP Reports</td> <td>15% - D6</td> <td>Mid of November 2022</td> </tr> <tr> <td>- Draft FMP Report Final FMP Report incorporating comments raised in the technical workshop</td> <td>25% D7&D8</td> <td>Mid of January 2023</td> </tr> <tr> <td>Draft & Final FMP Recommendation Report</td> <td>10% D9&D10</td> <td>Mid of February 2023</td> </tr> </table>	Draft & Final FMP Recommendation Report	10% D4&D5	Mid of August 2022	Outputs / Autumn 2022	Percentage	Timing	Upfront payment	20%	2 weeks following contract signing	Delivery and approval of (D6) Monthly FMP Reports	15% - D6	Mid of September 2022	Delivery and approval of (D6) Monthly FMP Reports	15% - D6	Mid of October 2022	Delivery and approval of (D6) Monthly FMP Reports	15% - D6	Mid of November 2022	- Draft FMP Report Final FMP Report incorporating comments raised in the technical workshop	25% D7&D8	Mid of January 2023	Draft & Final FMP Recommendation Report	10% D9&D10	Mid of February 2023
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<i>Person(s) to review/inspect/ approve outputs/completed services and authorize the disbursement of payment</i>	<ol style="list-style-type: none"> Head of Environment and Climate Change Unit Sustainable Energy and Environment Expert-ATMP & ESAs Manager 																								
<i>Type of Contract to be Signed</i>	<input checked="" type="checkbox"/> Service Provider Contract <input type="checkbox"/> Other Type of Contract																								
<i>Criteria for Contract Award</i>	<input type="checkbox"/> Lowest Price Quote among technically responsive offers <input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution) <input checked="" type="checkbox"/> Full acceptance of the RCREEE Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non-acceptance of the GTC may be grounds for the rejection of the Proposal.																								
<i>Criteria for the Assessment of Proposal</i>	<p>Technical Proposal (70%)</p> <input checked="" type="checkbox"/> Expertise of the Firm 20 <input checked="" type="checkbox"/> Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan 30 <input checked="" type="checkbox"/> Management Structure and Qualification of Key Personnel 50 <p>Financial Proposal (30%)</p> <p>To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by RCREEE . Detailed evaluation criteria in ToRs,</p>																								
<i>Payment Provisions</i>	<p>Foreign Firm: Payment will be affected by bank transfer in the currency of contract. Local Firm: Payment will be affected by bank transfer in the currency of contract, Or in Egyptian Pounds based on the rate of day of transfer.</p>																								

<i>RCREEE will award the contract to:</i>	<input checked="" type="checkbox"/> One and only one Service Provider <input type="checkbox"/> One or more Service Providers
<i>Annexes to this RFP</i>	<input checked="" type="checkbox"/> Form for Submission of Proposal (Annex 2) <input checked="" type="checkbox"/> Detailed TOR (Annex 3) <input type="checkbox"/> Others ² [pls. specify]
<i>Contact Person for Inquiries (Written inquiries only)</i>	Procurement Section Any delay in RCREEE 's response shall be not used as a reason for extending the deadline for submission, unless RCREEE determines that such an extension is necessary and communicates a new deadline to the Proposers.
<i>Right to Accept, Reject, Any or All Proposals</i>	RCREEE reserves the right to accept or reject any Proposal, to render any or all of the Proposals as non-responsive, and to reject all Proposals at any time prior to award of contract, without incurring any liability, or obligation to inform the affected Bidder(s) of the grounds for RCREEE's action. RCREEE shall not be obliged to award the contract to the lowest priced proposal.
<i>Other Information [pls. specify]</i>	None

² A more detailed Terms of Reference in addition to the contents of this RFP may be attached hereto.

FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL³

(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery⁴)

Cairo
December 23, 2021

To: Procurement Unit

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to RCREEE in conformity with the requirements defined in the RFP dated 12/23/2021, and all of its attachments, as well as the provisions of the RCREEE General Contract Terms and Conditions :

A. Qualifications of the Service Provider

The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of RCREEE by indicating the following :

- a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;*
- b) Valid commercial registration, Valid taxation card, etc.*
- c) Track Record – list of clients for similar services as those required by RCREEE, indicating description of contract scope, contract duration, contract value, contact references;*
- d) Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.*

B. Proposed Methodology for the Completion of Services

The Service Provider must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.

C. Qualifications of Key Personnel

If required by the RFP, the Service Provider must provide :

- a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;*
- b) CVs demonstrating qualifications must be submitted if required by the RFP; and*
- c) Written confirmation from each personnel that they are available for the entire duration of the contract.*

³ This serves as a guide to the Service Provider in preparing the Proposal.

⁴ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

D. **Cost Breakdown per Deliverable***

	Deliverables <i>[list them as referred to in the RFP]</i>	Percentage of Total Price <i>(Weight for payment)</i>	Price <i>(Lump Sum, All Inclusive)</i>
1			
2			
3			

**This shall be the basis of the payment tranches*

*[Name and Signature of the Service Provider's
Authorized Person]
[Designation]
[Date]*