

## REQUEST FOR PROPOSAL (RFP)

<b>Regional Center for Renewable Energy and Energy Efficiency (RCREEE)</b>	<b>DATE: January 18, 2022</b>
	<b>REFERENCE: RFP/001/2022</b>

Dear Sir / Madam:

We kindly request you to submit your Proposal for the ***“Site-Specific Environmental And Social Impact Assessment (ESIA), Bat Assessment Study and Cumulative Effects Assessment, BOO Wind Power Plant 1100 MW at the Gulf of Suez”***

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

Proposals may be submitted on or before Wednesday, February 02, 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](mailto: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*  
1/18/2022

## Description of Requirements

<i>Context of the Requirement</i>	The Egyptian Government has made land available for the ACWA Power for the 1100MW Wind Power Project including step-up MV/HV substation within the site ("the Project"). The Project is located either at GoS or at WoN as presented in the figure 1. The final Project Area and/or its coordinates at GoS or WoN will be determined by 1st February 2022. The coordinates of two options are shown in the annex. In addition, it is important to note that the Project area at GoS or WoN is part of Areas of Strategic Environmental and Social Assessment SESAs conducted by NREA for wind farm development Projects.
<i>Implementing Partner of RCREEE</i>	ACWA POWER EGYPT
<i>Brief Description of the Required Services<sup>1</sup></i>	Site-Specific Environmental And Social Impact Assessment (ESIA), Bat Assessment Study and Cumulative Effects Assessment, BOO Wind Power Plant 1100 MW at the Gulf of Suez
<i>List and Description of Expected Outputs to be Delivered</i>	<b>Expected Outputs and Deliverables</b> As described in Annex 3 – TOR.
<i>Person to Supervise the Work/Performance of the Service Provider</i>	Sustainable Energy and Environment Expert-ATMP & ESIs Manager
<i>Frequency of Reporting</i>	Monthly
<i>Conditions for submitting proposals</i>	The Technical Proposal and the Financial Proposal envelopes must be completely separate and each of them must be submitted sealed individually and clearly marked on the outside as either "TECHNICAL PROPOSAL" or "FINANCIAL PROPOSAL"
<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. <b>The file with the "FINANCIAL PROPOSAL" must be encrypted with a password.</b>
<i>Location of work</i>	<input checked="" type="checkbox"/> Gulf of Suez <input type="checkbox"/> At Contractor's Location
<i>Expected duration of work</i>	12 months

<sup>1</sup> 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>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>Payment Provisions</i>	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.
<i>Deadline for Submission</i>	<b>Date: February 2, 2022 1:00 PM EGYPT Time Zone</b> <b>Time: 1.00pm (Local Time)</b>
<i>Deadline for submitting requests for clarifications/ questions</i>	January 20, 2022
<i>Contact Details for submitting clarifications/questions</i>	Address: RCREEE, Cairo, Egypt E-mail address dedicated for this purpose: Procurement@rcreee.org Attn. Queries– RFP-001-2022  This email address is officially designated by RCREEE. If inquiries are sent to other person/s, even if they are RCREEE staff, RCREEE shall have no obligation to respond nor can RCREEE confirm that the query was received.  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>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>Value Added Tax on Price Proposal</i>	<input type="checkbox"/> must be inclusive of any applicable indirect taxes except VAT (RCREEE Exempted) <input checked="" type="checkbox"/> must be exclusive of VAT and other applicable indirect 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>Person(s) to review/inspect/ approve outputs/completed services and authorize the disbursement of payment</i>	<ol style="list-style-type: none"> <li>1. Head of Environment and Climate Change Unit</li> <li>2. Sustainable Energy and Environment Expert-ATMP &amp; ESIA's Manager</li> </ol>
<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 80% technical offer and 20% 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><b>Technical Proposal (80%)</b></p> <input checked="" type="checkbox"/> Expertise of the Firm 30% <input checked="" type="checkbox"/> Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan 20% <input checked="" type="checkbox"/> Management Structure and Qualification of Key Personnel 50% <p><b>Financial Proposal (20%)</b></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>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>Contract General Terms and Conditions</i>	<input checked="" type="checkbox"/> General Terms and Conditions for Service Provider contracts ( <a href="http://rcreee.org/node/3003">http://rcreee.org/node/3003</a> )
<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 checked="" type="checkbox"/> TECH & FIN FORMS (Annex 5)
<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>Technical and Financial Standards Formats</i>	<b>Must be filled out for each study ESIA, CEA and BAS</b>

## FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL<sup>2</sup>

*(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery<sup>3</sup>)*

Cairo  
January 18, 2022

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 1/18/2022, 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.*

<sup>2</sup> This serves as a guide to the Service Provider in preparing the Proposal.

<sup>3</sup> Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

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

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