

## REQUEST FOR PROPOSAL (RFP)

<b>Regional Center for Renewable Energy and Energy Efficiency (RCREEE)</b>	<b>DATE: February ,18,2024</b>
	<b>REFERENCE: RCR/01/2024</b>

Dear Sir / Madam:

We kindly request you to submit your Proposal for **a Tidal and solar on-grid PV system Feasibility study in Gulf of Suez, Egypt.**

Please be guided by the form attached hereto as Annex 1, in preparing your Proposal.

Proposals may be submitted on or before **Monday, February 26, 2024** via email to the addresses below the address below **Procurement Dept.**

Procurement@rcreee.org

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the ToR 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.

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 or Purchase Order that will be issued as a result of this TOR 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.

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

RCREEE encourages every prospective consultancy company 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 ToR.

**Thank you and we look forward to receiving your Proposal.**

**Sincerely yours,**

*Procurement Section*

2/18/2024

## Description of Requirements

<p><i>Brief Description of Services</i></p>	<p>conducting comprehensive feasibility studies on two different promising renewable energies: On-Grid Solar PV and Tidal Energy</p>	
<p><i>List and Description of Expected Outputs to be Delivered</i></p>	<p><b>Work Package</b></p>	<p style="text-align: center;"><b>List Of Deliverables</b></p>
	<p><b>Work Package (1):</b> Base design for PV power plant</p>	<ol style="list-style-type: none"> <li>1. Site layout</li> <li>2. Solar panels arrangements</li> <li>3. SLD for the DC part</li> <li>4. SLD for the AC part</li> <li>5. SLD for the whole power plant</li> <li>6. PVsyst report encompassing different design alternatives.</li> <li>7. BOQ including preliminarily budgeting of the cost of the equipment based on international prices.</li> </ol>
	<p><b>Work Package (2):</b> Base design for interconnection</p>	<ol style="list-style-type: none"> <li>1. Engineering Deliverable List.</li> <li>2. AC Overall Single Line Diagram.</li> <li>3. High Voltage Substation General Layout.</li> <li>4. M.V cables General Plan.</li> <li>5. Relay &amp; metering Single Line Diagram for the H.V.S.</li> <li>6. SCADA system General Architecture.</li> <li>7. Telecommunication System General Architecture.</li> <li>8. Auxiliary System Supply Single Line Diagram.</li> <li>9. Auxiliary System Load Estimation Report.</li> <li>10. Power system Load Flow Study for the B.O.P</li> <li>11. Short Circuit Study for the B.O.P</li> <li>12. M.V cables Ampacity Study.</li> <li>13. M.V Network Voltage drop Study.</li> <li>14. B.O.P. Losses Report</li> <li>15. High voltage system Technical Description.</li> <li>16. High Voltage Main Packages Preliminary BOQ.</li> <li>17. M.V system Preliminary BOQ</li> </ol>
	<p><b>Work Package (3):</b> Feasibility study</p>	<p>The Feasibility study will be done by the Service Provider . Where a detailed list of data needed shall be prepared by the Service Provider and sent to RCREEE. This list of needed data is essential to enable the Service Provider to accomplish its scope of work in the project with targeted precision. However, if any data is missing, the Service Provider can give the best assumption for the missing data based on its experience in the field and international practices. Hence, any assumed data will be highlighted in the submitted report and the base of the assumptions will be addressed.</p>
	<p><b>Work Package (4):</b> Identifying the requirements for the necessary permits and clearances</p>	<p>Identifying the prerequisites for obtaining the essential permits and ensuring regulatory compliance is crucial for the seamless operation of an On-Grid PV system. This entails a comprehensive understanding of the regulatory landscape, including zoning ordinances, codes, and utility regulations. Additionally, it involves securing approvals from relevant authorities. Ensuring clarity in the permit application process and adherence to all regulatory requirements is essential to avoid delays and ensure the smooth integration of the PV system into the grid.</p>
<p><i>Conditions for submitting proposals</i></p>	<p>via email to the addresses <a href="mailto:Procurement@rcreee.org">Procurement@rcreee.org</a></p>	

<p><i>Conditions for submitting proposals</i></p> <p><u><i>(Email Submission)</i></u></p>	<p>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 TOR.</p> <p>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.</p> <p>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><i>The file with the "FINANCIAL PROPOSAL" must be encrypted with a password.</i></b></p>
<p><i>Conditions for submitting proposals for parts or Sub-Parts of the TOR</i></p>	<p><input type="checkbox"/> Allowed (if yes, describe how and ensure that requirements properly define the sub- parts)</p> <p><input checked="" type="checkbox"/> Not allowed</p>
<p><i>A pre-proposal conference will be held:</i></p>	<p><input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES</p>
<p><i>Proposal prices shall be subjected to taxation</i></p>	<p><input checked="" type="checkbox"/> yes, please submit proposal prices inclusive of all applicable taxes</p> <p><input type="checkbox"/> No, please submit proposal prices exclusive of all taxes</p>
<p><i>Advanced payment upon signing the contract</i></p>	<p><input type="checkbox"/> Allowed</p> <p><input checked="" type="checkbox"/> Not allowed</p>
<p><i>Contract Duration</i></p>	<p>One (1) years</p>

<i>Target start date</i>	March ,1,2024
<i>Currency of Proposal</i>	<input type="checkbox"/> United States Dollars <input type="checkbox"/> Euro <input checked="" type="checkbox"/> Local Currency (EGP)
<i>Currencies</i>	All prices shall be quoted in EGP. Where proposals are quoted in different currencies, for the purposes of comparison of all proposals: • RCREEE will convert the currency quoted in the proposal into EGP, in accordance with the Central Bank of Egypt Rate of Exchange. In the event RCREEE selects a proposal for award that is quoted in a currency different from EGP, RCREEE shall reserve the right to award the contract in EGP, using the conversion method specified above
<i>Payment Provisions</i>	Payment will be affected by bank transfer in the currency of contract.
<i>Deadline for Submission</i>	<b>Date: February 26, 2024 1:00 PM EGYPT Time</b> <b>Zone Time: 1.00pm (Local Time)</b>
<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"/> 30 days <input type="checkbox"/> 60 days <input checked="" type="checkbox"/> 90 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>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 checked="" type="checkbox"/> Lowest Price Quote among technically responsive offers <input 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>	Detailed evaluation criteria in ToRs,
<i>RCREEE will award the contract to:</i>	<input checked="" type="checkbox"/> One and only one Service Provider
<i>Contract General Terms and Conditions</i>	<input checked="" type="checkbox"/> General Terms and Conditions for Service Provider contracts
<i>Annexes to this RFP</i>	<input checked="" type="checkbox"/> Form for Submission of Proposal (Annex 2) <input type="checkbox"/> Detailed TOR <input type="checkbox"/> Others [pls. specify]
<i>Contact Person for Inquiries (Written inquiries only)<sup>3</sup></i>	Procurement Dept. 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.

<sup>3</sup> This contact person and address is officially designated by RCREEE. If inquiries are sent to other person/s or address/es, even if they are RCREEE staff, RCREEE shall have no obligation to respond nor can RCREEE confirm that the query was received.

## FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL

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

[insert: Location].

[insert: Date]

To: Procurement Section

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 18/2/2024 , 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, Tax Card, etc.*
- c) Track Record – list of clients for similar services as those required by RCREEE.*
- d) Certificates and Accreditation – including Quality Certificates, Environmental Sustainability Certificates, etc.*

### B. Proposed Methodology for the Completion of Services

*The consultancy firm should have extensive experience in renewable energy, particularly in solar PV and tidal energy, with a track record in projects exceeding 100 MWp. They should demonstrate success in feasibility studies, possess a team proficient in resource assessments, technical analyses, and regulatory understanding, especially in the Gulf of Suez region of Egypt.*

### C. Qualifications of Key Personnel

*If required by the TOR, 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.*

#### D. Cost Breakdown per Deliverable\*

Payments will be made upon completion of the deliverables/outputs and as per below percentages:

##### Payment Terms:

No	Deliverables/ Outputs	Deadline	Percentage for Payment	Price Lumpsum all inclusive
1	Detailed work plan and methodological procedures for Solar Energy Technology (Work Package 1& 2)	01.04.2024	40%	
2	Detailed work plan and methodological procedures for Tidal Energy (Work Package 1& 2)			
3	Final Feasibility Study for Solar Energy Technology (Work Package 3)	01.05.2024	40%	
4	Final Feasibility Study for Tidal Energy (Work Package 3)			
5	Identifying the requirements for the necessary permits and clearness for both Solar and Tidal Energy  (Work Package 4)	15.05.2024	20%	

- Payment release will be made within thirty (30) days from the date of meeting the following conditions:
  - a) RCREEE's written acceptance of the quality of the outputs; and
  - b) Receipt of payment request from the consultancy firm

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