



TENDER NOTICE

Supply and Installation of 5 micro-grids Photovoltaic Generators

Publication Reference: EuropeAid/ LBR-LUoF-LPU-001/FY16

Program title: 10th EDF- Light Up our Future (Energy Facility)

Contracting authority: Plan International Liberia

Location(s): Mamiekonedu (Quardu-Gboni District), Koiyama (Voinjama District),
Taninahun & Nyengbelahun (Kolahun District), and Lengbamba (Foya District) Lofa
County, Republic of Liberia West Africa

Liberia, June 1, 2016



TENDER NOTICE

CONTRACT SPECIFICATIONS

1. Background and description of the contract

Plan International is a non-religious, non-political and non-governmental, child centered international humanitarian organization. Our vision is of a world in which all children realise their full potential in societies that respect people's rights and dignity. Plan works in 72 countries worldwide and brings its support to more than 1.7 million children, their families and communities, mainly in Africa, Asia, and South America. In all its projects Plan international follows a Child Centered Community Development (CCCD) approach in which children, families and communities are active and leading participants of their own development.

Plan International in Liberia (Plan Liberia) has been active since 2006 in Liberia and delivers programs in Early Childhood Care and Development, Education, Health, Water & Sanitation and Children's participation. Plan Liberia is engaged in long term interventions in 6 counties (Lofa, Bomi, Nimba, Montserrado, Grand Cape Mount and Gbarpolu). In 2014, Plan International obtained a grant from the European Union for the project "Light up our Future" contract no. 353.458, in the framework of the Energy facility of the 10th EDF of the EU. The overall objective of the project is to contribute to poverty reduction in rural communities in Liberia. To achieve this, 5 micro-grid solar generators will be installed for 5 communities in Lofa county, Liberia.

In the framework of this project, Plan International Liberia intends to install 5 micro-grids photovoltaic generators. This tender includes the procurement, transportation and installation of PV generator, procurement of distribution lines (except poles), procurement, transportation and installation of internal household electrical installation and a one year post-commissioning technical support. All devices, materials and accessories related to five Photovoltaic Micro-grid comprised between the solar modules and the AC board which determines the exit to the distribution line are included in this tender. In addition, it includes the procurement of the public lights, energy meters and material to be used in the final users' internal installation of distribution lines (except poles). Other related services include the capacity building of the local community personnel with technical training and, technical support for post commissioning (within one year period) of temporary hand over in which the O&M at higher level is the responsibility of the contractor through its local installer.

2. Number and titles of lots



One lot only



TERMS OF PARTICIPATION

3. Eligibility and rules of origin

Participation in tendering is open on equal terms to natural and legal persons (participating either individually or in a grouping – consortium – of tenderers) which are established in one of the Member States of the European Union, ACP States or in a country or territory authorized by the ACP-EC Partnership Agreement¹ under which the contract is financed. Participation is also open to international organizations. All goods supplied under this contract must originate in one or more of these countries.

4. Grounds for exclusion

Tenderers must submit a signed declaration, included in the Tender Form, to the effect that they are not in any of the excluding situations listed in Annex 3 of the tender dossier.

5. Number of tenders

Tenderers may submit only one tender for the lot. Tenders for parts of a lot will not be considered.

6. Tender guarantee

Tenderers must provide a tender guarantee of USD 100.000 when submitting their tender. This guarantee will be released to unsuccessful tenderers once the tender procedure has been completed and to the successful tenderer upon signature of the contract by all parties. This guarantee will be called upon if the tenderer does not fulfil all obligations stated in this tender.

7. Performance guarantee

The successful tenderer will be asked to provide a performance guarantee of 10% of the amount of the contract at the signing of the contract. This guarantee must be provided together with the return of the countersigned contract no later than 30 days after the tenderer receives the contract signed by the Contracting Authority. If the selected tenderer fails to provide such a guarantee within this period, the contract will be void and a new contract may be drawn up and sent to the tenderer which has submitted the next cheapest compliant tender. This guarantee will cover the total period of the contract including the O&M for a 1

¹ For a full list of eligible countries, consult the annex A2 of PRAG 2013.01



year period up to the release of final acceptance document as specified in the instructions for tenderers under article 18.6.

8. Tender Validity

Tenders must remain valid for a period of 90 days after the deadline for submission of tenders. In exceptional circumstances, the Contracting Authority may, before the validity period expires, request that for the successful tenderer the period of validation is then extended for another 60 days.

9. Period of Implementation of tasks

The period of implementation of tasks should not exceed 7 months. The MSG should be installed and ready to function by April 30th 2017, at the latest.

SELECTION AND AWARD CRITERIA

10. Selection criteria

The following selection criteria will be applied to tenderers. In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole unless specified otherwise. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors:

1) Economic and financial capacity of tenderer.

In case of tenderer being a public body, equivalent information should be provided. The reference period which will be taken into account will be the last three years for which accounts have been closed.

- The average amount annual turnover of the tenderer must exceed the annualized maximum budget of the contract (minimum annual turnover requested may not exceed 2 times the estimated annual contract value, except in duly justified cases motivated in the tender dossier); and
- Current ratio (current assets/current liabilities) in the last year for which accounts have been closed must be at least 1. In case of a consortium, this criterion must be fulfilled by each member

2) Professional capacity of tenderer :

The reference period which will be taken into account will be the last 3 years from submission deadline:

- at least 1 Project Director with at least 10 years' experience in the field of rural electrification with Photovoltaic technology, who has managed at least 2 similar projects (minimum 700.000 USD budget) in the past 3 years.



- 5 Project managers with at least 5 years' experience in the field of rural electrification with Photovoltaic technology and who have managed at least 2 similar projects in the past 3 years

3) Technical capacity of tenderer.

The reference period which will be taken into account will be the last 3 years from submission deadline.

- The enterprise must prove to have at least 5 years of experience in the field of rural electrification with Photovoltaic technology in similar context.
- The tenderer has delivered supplies under at least 2 similar contracts with a budget of at least 500.000 USD in rural electrification with Photovoltaic technology.
- Referees to document good execution from tenderer's past client must be submitted.

4) Legal Compliance capacity of the Tenderer:

The tenderer has a legally registered business (registration certificate), accredited by its host government country with evidence of no tax liabilities (tax clearance certificate).

Noncompliance in one or more criteria listed above lead to non-conformity decision and then disqualification.

5) Technical offer

For the technical offer, the bidder shall provide the following technical information with the bid:

- Tables with the guaranteed technical characteristics of the main component offered
- Micro-grids technical compliances
- Bill of quantity for the materials offered
- Local Capacity for Logistics and installation
- Capacity building programs
- Commissioning tests plan
- Design methodology and assumptions used in system design
- Description of technical details of the system
- Schedule of work
- Proposed contract team with CV of key experts of the bidders and local subcontractors
- Technical datasheet
- Warranty letters from manufacturer



- Manufacturer authorisation letter
- Certificate of origin

Critical tasks

In addition, Plan international requires that the tenderer provides post commissioning technical support for a one year period, with a temporary hand over in which the O&M at higher level is the responsibility of the contractor through its local installer.

11. Award Criteria

Contractors will be deemed eligible if they fulfill criteria set under financial, professional and technical capacity and legal compliance. Contract will be awarded based on the best price-quality ratio of the offers. The price-quality of the offer will be evaluated as follow:

Evaluation of the quality of the offer:

- Economic and financial capacity of bidder (5%)
- Technical compliances of the offer and schedule: (20%)
- Professional capacity and past experience of bidder: (20%)
- Warranty and quality of the components offered: (5%)

Evaluation of the price of the offer:

- Financial offer: 50%

The evaluation of the financial offer will be done only if the bidder has a total of at least 40 points in the evaluation of the quality of the offer. The evaluation will be done according to the following formula:

Points for the financial offer for the offer i:

$$F_i = 50 * (1 - (O_i - O_m) / (O_m))$$

Where:

O_i = offer price of offer i

O_m = lowest offer price

O_{mo} = arithmetic mean of all offers received

Offers will be considered abnormally low or in disproportionate supply if the price offered is less than 80% of the arithmetic mean of the offers presented.



TENDERING

12. How to obtain the tender dossier

The full tender dossier is available from the contracting authority Plan International Liberia at Liberia.Procurementinfo@plan-international.org. Tenders must be submitted using the standard forms included in the tender dossier, whose format and instructions must be strictly observed. Tenderers with questions/submissions regarding this tender should send them in writing to Liberia.Procurementinfo@plan-international.org mentioning the publication reference shown above before June 21th. Plan Liberia will provide clarifications or eventual minor changes to the tender dossier in written by June 27nd 2016.

13. Deadline for submission of tenders

18:00 GMT on Monday July 11th, 2016. Any tender received by Plan international Liberia after this deadline will not be considered.

14. Tender Opening session

Tuesday July 12th, 2016 at 10 am GMT by the Contracting Authority Plan International Liberia Procurement Committee.

15. Language of the Procedure

All written communications for this tender procedure and contract must be in English.