GOVERNMENT OF MONTSERRAT

Request for Qualifications for Solar Engineering, Procurement and Construction Contract for Ministry of Communications, Works and Labour and Montserrat Utilities Limited

GoM/MUL

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GoM/MUL

Project Name: Request for Qualifications for Engineering, Procurement, and Construction (EPC) for GoM/MUL 1MW Utility-Scale Solar PV and Battery Storage Project for Montserrat

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Task and Objective: The Government of Montserrat (GoM), via the Ministry of Communications, Works and Labour (MCWL) in collaboration with Montserrat Utilities Limited (MUL) has partnered to publish a Request for Qualifications (RFQ) to be provided to prospective bidders for solar PV system across multiple sites on Montserrat.

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List of Abbreviations

Abbreviation	Meaning
GoM	Government of Montserrat
MCWL	Ministry of Communications, Works and Labour
MoFEM	Ministry of Finance and Economic Management
MUL	Montserrat Utilities Limited
STANTEC	Stantec Consulting Caribbean Limited
RMI-CWR	Rocky Mountain Institute – Carbon War Room
EPC	Engineering Procurement and Construction
O&M	Operations and Maintenance
RFQ	Request for Qualification
RFP	Request for Proposal

I. INTRODUCTION

GoM/MUL is issuing this Request for Qualifications (RFQ) for interested parties to qualify themselves for a future tender for Engineering, Procurement and Construction Services located on Montserrat. There will be a total of 2 phases to be considered for this RFQ. GoM/MUL is seeking proposals from qualified bidders able to provide a combination of ground-mount, roof-top mount and carport mount solar photovoltaic (PV) power through an Engineering Procurement and Construction (EPC) contract, with options for implementing further PV generation and storage in a second phase.

The projects are intended to:

- Provide an environmentally responsible supplement for the existing diesel-only generation on the islands
- Provide a solar electricity source that supplies renewable electricity to Montserrat for reducing the amount of fossil fuels used on Montserrat.
- Provide a generation capability that improves the cost effectiveness of delivery.

Your company is invited to qualify for participation in the RFP through this RFQ process.

This RFQ document contains the following information:

- Project Information – Section 2
- Selection Criteria – Section 3
- Qualification Requirements – Section 4
- Qualification Form – Annex 1

II. PROJECT INFORMATION

The Power to Change - The Montserrat Energy Policy 2016 – 2030 has formalized the Montserrat renewable energy target of 100% RE electricity generation capability by 2020.

MUL, a government owned vertically integrated company, provides electricity and water services to the residents, businesses and visitors of Montserrat. This includes the generation and distribution of electricity; the collection, treatment and distribution of potable water; and the treatment of liquid waste (sewage).

GoM has procured the services of STANTEC CONSULTING CARIBBEAN LIMITED as Client Engineering Service provider for a Utility-Scale 1MW Solar PV, located in Brades Montserrat. GoM/MUL is seeking a combination of roof, car port and ground mounted solar power from qualified companies under an Engineering Procurement and Construction (EPC) contract with options for implementing in a two phased approach.

The goal for this RFQ is to identify a short list of bidders to source an EPC firm that will complete a detailed design, provide erect, connect, operate and maintain the solar PV and storage systems for a period of at least one (1) year on the Project sites. Subsequent to this RFQ, Requests for Proposals (RFPs) will be issued to a limited number of the best qualified bidders.

The current capacity of MUL's electricity generation consists entirely of diesel generators. Like most islands, Montserrat relies entirely on foreign sources of petroleum to operate its power plant. GoM/MUL plans to transition to 100% renewable energy sources via first solar and storage then through geothermal power. The general outline for the integration of 1MW Solar PV and Storage into the MUL network on Montserrat is a follows:

1. The introduction of Solar PV should be managed in a phased approach, the first phase of 250KWp can be integrated without storage directly into the new Power Station in Brades, Montserrat

After gaining experience with the first 250KWp Solar PV production and integration into the system, the Solar PV production capacity should be increased to 1MWp through an additional 750kWp of Solar PV and battery storage capacity of 750kW power with storage capacity of approximately 200kWh

Using Solar PV generation for reducing the amount of fossil fuels used as the first step, then adding a battery storage solution in order to avoid cycling the diesels thus reducing the diesel use. Subsequent plans include the generation of further carbon neutral power through a planned geothermal power plant.

2. Integrate Solar PV, diesel and geothermal generation along with a suitable storage system with the goal of minimizing the diesel usage and systematically phasing out diesel in daily operations to be used only as an emergency back-up.

GoM/MUL will provide the sites for both phases of the proposed solar installations. These are the first solar PV renewable energy projects being developed on the islands by GoM and MUL.

The following locations and systems have been selected to be installed for phase 1(250 KW, as listed in Table 2.1, below. The systems shall be Solar PV comprised of roof top fixed Solar PV and Car Port mount-type systems.

Table 2-1 Project Sites and Proposed Capacities

Site	Estimated DC System Size (kWdc)	Estimated Avg. Energy Production (kWh/yr)	System Type
Power House	57	85,720	Roof Flush mount
MCWL Rooftop	25.2	37,897	Ballasted
MCWL Car Port	56.7	85,269	Car Port
MUL Car Port	145	231,831	Car Port
TOTAL	**284**	**440,717**	

III. SELECTION CRETIRIA

The selection panel will evaluate and score written proposals using the following point scale:

Evaluation Criteria	Points
Proposal Format and Organization	5
Proposer Qualification (Financial)	20
Proposer Qualification (Quality Assurance, Safety)	10
Work Approach and Task Descriptions	20
EPC PV Solar Project Experiences/References	20
Proposer Engineering Qualifications	10
Key/Lead Team Members Qualifications	10
EPC Insurance / Bonding	5
	100

IIIa. Proposal marking

Evaluators examine the individual evaluation criteria and in general mark the blocks out of the score assigned. Where appropriate, half marks may be given. The sum of the individual evaluation criteria scores will determine the bidder total score.

Thresholds

An overall threshold of 75-points would be in effect firstly. The goal is to invite 6 to 8 EPC suppliers to proceed to the RFP procurement stage. The threshold of 75-points may be adjusted to accommodate the RFP invitation goal.

IV. QUALIFICATION REQUIREMENTS

In order to develop a list of qualified firms GoM/MUL requests that bidders complete the attached Prequalification Form (Annex 1) and include a copy of your statement of qualifications related to solar, and EPC services. Your completed Prequalification Form and statement of qualifications is requested by **April 14th 2017**.

Your completed Pre-Qualification Form and copy of your statement of qualifications related to solar and EPC services should be sent as PDF document(s) via Mytender Portal http://www.mytenders.org/ to both:

Mr. Owen Lewis
Project Manager – Islands Energy Program
Carbon War Room
Tel: 1-664-392-4696
Email: olewis@carbonwarroom.com

Mr. Taraq Bashir
Head of Procurement
Ministry of Finance and Economic Management
Government Headquarters
PO Box 292
Brades
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Email: bashirt@gov.ms

Or via Hardcopy, please return a completed attached Prequalification Form (Annex 1) and include a copy of your statement of qualifications related to solar, and EPC services. These should be placed in an inner envelope and addressed to **Mr. Taraq Bashir, Head of Procurement, Ministry of Finance and Economic Management, Government Headquarters, PO Box 292, Brades, Montserrat. The name of the project should also be written on the inner envelope and should read "Tender for Engineering, Procurement, and Construction (EPC) for GoM/MUL 1MW Utility-Scale Solar PV and Battery Storage Project for Montserrat.** The name of the tenderer should be placed in an outer envelope and addressed **Mr. Taraq Bashir, Head of Procurement, Ministry of Finance and Economic Management, Government Headquarters, PO Box 292, Brades, Montserrat. The name of the project should also be written on the outer envelope and should read "Tender for Engineering, Procurement, and Construction (EPC) for GoM/MUL 1MW Utility-Scale Solar PV and Battery Storage Project for Montserrat.** The outer envelope should not bear no identification of the tenderer. Tenders are to be received on Friday 14th April 2017. Please ensure that no additional marks are placed on the outer envelope.

Materials provided will be shared with Ministry of Finance and Economic Management, Ministry of Communications, Works and Labour, Montserrat Utilities Limited, Stantec Consulting Caribbean Limited and Rocky Mountain Institute – Carbon War Room for the purpose of evaluating qualifications and determining eligibility to bid on the upcoming solar EPC RFP. Once the final bid list for the RFP is determined, each potential bidder will be contacted directly to discuss the upcoming RFP

Annex 1-Pre-Qualification Form

THE GOVERNMENT OF MONTSERRAT (MUL), through
THE MINISTRY OF COMMUNICATION, WORKS AND LABOUR (MCWL) in collaboration with MONTSERRAT UTILITIES LIMITED (MUL)

DESIGN/BUILD QUALIFICATION QUESTIONNAIRE - Annex 1

1.0 Organisation

1.	Company Name	
2.	Company Website	
3.	Main Contact Name, Branch Office Address, Telephone Number and e-mail	

2.0 Type of Business Organisation

2.1 CORPORATION

1.	Location of Corporation	
2.	Date of Corporation	
3.	Chief Executive (or equivalent) Officer's Name	
4.	Does the company have Perpetual Corporate Existence? ___ YES ___ NO If NO What is the end date of the Company?	
5.	Parent Company, if any	
6.	Parent Company Location and date of Incorporation	

2.2 PARTNERSHIP/LIMITED PARTNERSHIP

1.	Location Partnership Formed	
2.	Date of Formation	
3.	Term of Partnership	
4.	Partners' Names, Addresses and Interests Held	

2.3 SOLE PROPRIETORSHIP

1.	Years in Business:	
2.	Name(s) under which you do business:	

2.4 COUNTRY(IES) IN WHICH LICENSED TO DO BUSINESS

1.	National/Nationwide or List Countries:	

2.5 PROJECT/JOBSITE INFORMATION

1.	Have you ever been asked to withdraw from a jobsite?___ YES ___ NO If yes, when, where, why:

3.0 Banking Information

1.	Name of Institution	
2.	Address	
3.	Telephone	
4.	Contact Name/Title	

4.0 Bonding Information

1.	Name of Bonding Company	
2.	Address	
3.	Contact Name/Title	
4.	Telephone	
5.	E-mail	
6.	Bonding Capacity in US$	

5.0 Insurance Information

1.	Insurance Company	
2.	Address	
3.	Telephone	
4.	Contact Name/Title	
5.	Agent Name, City, Phone	
6.	Types and Amounts of Insurance Coverages:	

6.0 Financial Information

1.	Has the company or any of its affiliated companies, officers, directors, or partners ever been declared insolvent, filed a petition in bankruptcy and/or had a receiver appointed? ___ YES ___ NO If yes, when, where	

7.0 References

7.1 PROJECT EXPERIENCE - PV SOLAR / RENEWABLES

List descriptions of 3 reference contracts delivered in the past five (5) years:

1.	**PROJECT 1 - PV SOLAR / RENEWABLES**	
	Project Name	
	Project Location	
	Owner's Name/Location	
	Owner's Contact	Name:
		Address:
		Phone/e-mail:
	Architect/Engineer	Company Name:
		Location:
		Contact Name/Phone/e-mail:
	Contract Amount	$
	Type of Contract (i.e., firm lump sum, cost plus, unit price, etc.) & Completion Date	
	Description of Work Performed (Type, Ratings, Line end points, and voltage.)	

2.	PROJECT 2 - PV SOLAR / RENEWABLES	
	Project Name	
	Project Location	
	Owner's Name/Location	
	Owner's Contact	Name:
		Address:
		Phone/e-mail:
	Architect/Engineer	Company Name:
		Location:
		Contact Name/Phone/e-mail:
	Contract Amount	$
	Type of Contract (i.e., firm lump sum, cost plus, unit price, etc.) & Completion Date	
	Description of Work Performed (Type, Ratings, Line end points, and voltage.)	

3.	PROJECT 3 - PV SOLAR / RENEWABLES	
	Project Name	
	Project Location	
	Owner's Name/Location	
	Owner's Contact	Name:
		Address:
		Phone/e-mail:
	Architect/Engineer	Company Name:
		Location:
		Contact Name/Phone/e-mail:
	Contract Amount	$
	Type of Contract (i.e., firm lump sum, cost plus, unit price, etc.) & Completion Date	
	Description of Work Performed (Type, Ratings, Line end points, and voltage.)	

ADD ADDITIONAL SHEETS AS NECESSARY

7.2 EPC CONTRACTS AND ENGINEERING

THE GOVERNMENT OF MONTSERRAT (MUL), through
THE MINISTRY OF COMMUNICATION, WORKS AND LABOUR (MCWL) in collaboration with MONTSERRAT UTILITIES LIMITED (MUL)

DESIGN/BUILD QUALIFICATION QUESTIONNAIRE - Annex 1

List top five (5) EPC Contracts by number and date for the last five (5) years:

	EPC Project Name	Dollar Amount	Contract No.	Date Completed
1.				
2.				
3.				
4.				
5.				

Engineering

1.	List the power industry design tools and versions that you have licensed products to use:		
2.	How many of the following resources do you have dedicated to Renewable engineering/design and how many years of renewables industry experience do they have on average?		
	Total Professional Engineers (by Discipline):	No:	Average years of industry experience:
	Protection & Control		
	Electrical		
	Civil/Structural		
	Other Disciplines		
	Designers		
	Project Managers		
	Procurement		
3.	Provide a copy of your Company Engineering/Design Quality Control process.		
4.	Provide recent examples that your Engineering/Contractor Team performed for PV Solar project work in the past.		
5.	Provide recent examples that your Engineering/Contractor Team performed for PV Solar project work in the *Caribbean*.		
6.	Professional Licensing: Number by Discipline		
	Engineering Discipline	**Number**	
	Professional Licensing (Protection & Control, Electrical, Civil/Structural)		

7.3 PERSONNEL

Provide a list of field management and supervisory personnel with qualifications and length of time in your employ (include resumes).

7.4 SUBCONTRACTORS

What portion of you contracts do you subcontract? _____%

7.5 EQUIPMENT

Provide a list of equipment available (indicate owned or rented and amount).

7.6 SCHEDULING

1.	What method of scheduling do you use in administering and monitoring construction projects (e.g. Microsoft Project, Excel, Visio, PeopleSoft, GigaPlan, etc.). List computer software utilized:	

7.7 COMPLETION SCHEDULE

In the past three (3) years, how many of your solar PV projects have taken more time than the agreed Owner's completion schedule? _____

8.0 Other Information

8.1 FINANCIAL STATEMENTS

Attach a copy of the most recent full year financial statement(s).

8.2 LEGAL

8.2.1 Litigation

1.	Any litigation between your company and Caribbean Island governments? ___ YES ___ NO If yes, list Court, Case Name and Number	