



**STRATEGY FOR ENERGY EFFICIENCY DEVELOPMENT
IN THE BAHAMAS**

**Request for Qualifications:
Office of the Prime Minister Carport
Solar PV Engineering, Procurement
and Construction for the Government
of The Bahamas**

THE MINISTRY OF ENVIRONMENT AND HOUSING



Issue Date: March 18th, 2019

Submission Deadline: April 5th, 2019



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Project Name: Office of the Prime Minister Carport Solar PV Project

Point of Contact Ministry of Environment & Housing: Dr. Rhianna Neely

Date of Issue: March 18th, 2019

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Task and Objective: The Government of The Bahamas via the Ministry of Environment and Housing is publishing this Request for Qualifications (RFQ) to be provided to prospective bidders for the proposed Office of the Prime Minister Carport Solar PV Project, The Bahamas.



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List of Abbreviations

| Abbreviation | Meaning |
|---------------------|--|
| EPC | Engineering, Procurement and Construction |
| GoB | Government of The Bahamas |
| INDC | Intended Nationally Determined Contributions |
| MoEH | Ministry of Environment and Housing |
| O&M | Operations and Maintenance |
| PV | Photovoltaic |
| RE | Renewable Energy |
| RFP | Request for Proposal |
| RFQ | Request for Qualifications |
| SSRG | Small-Scale Renewable Generation |



I. INTRODUCTION

The Government of The Bahamas via the Ministry of Environment and Housing is issuing this Request for Qualifications for interested parties to provide information to qualify for a future tender for Engineering, Procurement and Construction services for a carport solar PV project at the Office of the Prime Minister, Sir Cecil Wallace Whitfield Centre, P. O. Box CB 10980, Nassau, N.P., The Bahamas.

The project is intended to:

- Increase renewable energy penetration by the installation of a carport solar PV array, at the Office of the Prime Minister which is expected to reduce the energy demands of the facility. This will have an immediate and measurable impact on energy costs, while improving the parking lot for staff and visitors.
- Contribute to The Bahamas climate change mitigation strategies, outlined as part of The Bahamas' INDC, which aim at incorporating a minimum of 30% renewables into the energy mix by 2033.

Through this RFQ process your company is invited to submit information to be assessed for qualification to participate in the later RFP round.

This RFQ document contains the following information:

- Project Information – Section II
- Qualification Requirements – Section III
- EPC Prequalification Form – Annex 1

II. PROJECT INFORMATION

One of six priority areas of the Bahamas National Energy Policy 2013 – 2033 is the development of renewable energy sources such as solar, ocean energy, biofuels, waste-to-energy and wind. The long-term vision for the energy sector is built on ten fundamental elements one of which is: “An energy sector that is environmentally sustainable with significantly increased use of economically viable renewable energy sources”.

There are four inter-related goals underpinning the energy policy, all designed to achieve the vision for the energy sector. The achievement of these four goals would lead to the following two results: (1) Diversification of the country's energy supply mix to achieve greater energy self-sufficiency, optimizing development and utilization of indigenous energy resources; (2) Taking advantage of emerging technologies that will reduce the country's dependence on fossil fuels



and allow for greater use of renewables and other forms of energy. The National Energy Policy 2013-2033 sets a target of 30% renewables in the energy mix by 2033.

The MoEH is the national agency responsible for environmental protection and planning. It is also the coordinating ministry with responsibility for overseeing the integrity of the Bahamian environment in order to ensure sustainable development. **The MoEH will serve as the executing entity for this project as it is the ministry responsible for renewable energy and energy efficiency implementation throughout The Bahamas.**

Recognizing the impacts climate change will have on The Bahamas, climate change mitigation strategies outlined as part of The Bahamas' INDC aims at incorporating a minimum of 30% renewables into the energy mix by 2033. Electricity generation and the transportation sector are the main users of fossil fuels in the country, dictating fuel imports and energy demands. To compliment the engagement of renewable energy, policies for energy efficient building codes will be developed and will allow for a 10% Residential Energy Self Generation Programme within the same year.

Retrofitting the Office of the Prime Minister's parking area to be powered by solar PV during normal office hours presents not only an opportunity to reduce GHG emissions through the use of a solar PV, but also provides for research, demonstrates the efficacy of this source of renewable energy to build development resilience, allows for greater energy security at the facility, and demonstrates the GoB commitment to this initiative.

The goal of offsetting a significant percentage of the electricity usage with renewable energy is expected to be achieved with the installation of a 450kW-500kW carport mounted solar PV system.

The GoB recognizes that projects involving energy savings are important from a development perspective through reducing the impact on its natural resources, and abating atmospheric emissions and GHGs and other environmental damage arising from fossil fuel-based energy production and use.



III. SELECTION CRITERIA

A selection panel will evaluate and score the RFQ submissions using the following point scales:

EPC:

| Evaluation Criteria | Points |
|---|------------|
| Submission Completeness / Organisation / Legal | 5 |
| Financial Qualifications | 20 |
| Service Provider Insurance / Bonding | 5 |
| Service Provider Health and Safety | 5 |
| Team Experience, Work Approach & Task Description | 10 |
| Solar PV Project Experience/References | 40 |
| Key Team Members/Engineering Qualifications | 15 |
| | 100 |

III a. Scoring

Evaluators would assess submissions using the evaluation criteria and assign scores accordingly. Where appropriate, half marks would be given. The sum of the individual scores would determine the bidder's total score.

Thresholds

An overall threshold of 75-points would initially be in effect. The goal is to invite six to eight bidders to proceed to the RFP 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 MoEH requests that bidders complete the attached prequalification form, Annex 1, and include a statement of qualifications related to solar PV system projects and EPC services. The completed prequalification form and statement of qualifications are requested by 11:59 PM ET on April 5th, 2019. All submissions received after the deadline will be rejected.

The completed prequalification form and statement of qualifications should be sent as PDF document(s) electronically via the MoEH email address minofenvironmentandhousing@bahamas.gov.bs, with subject: Office of the Prime Minister Carport Solar PV Project RFQ.

Materials provided will be shared with the Rocky Mountain Institute for the purpose of evaluating qualifications and determining eligibility to bid on the upcoming Office of the Prime Minister Carport Solar PV Project. Once the final bidders list for the RFP is determined, each respondent to the RFQ would be notified as to whether or not they qualify to advance to RFP stage.



Annex 1 – EPC Prequalification Form



**GOVERNMENT OF THE BAHAMAS
OFFICE OF THE PRIME MINISTER CARPORT SOLAR PV PROJECT
EPC PREQUALIFICATION FORM - 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

NB: Please provide certified copies of original documents defining the legal status, registered office, and principal place of business as well as written confirmation of power of attorney of the signatory of the bid to commit the bidder.

2.1 CORPORATION

| | | |
|----|--|--|
| 1. | Location of Corporation | |
| 2. | Date of incorporation | |
| 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 | |
| | | |
| | | |
| | | |



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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?: |
| | |

2.6 VALID TAX COMPLIANCE CERTIFICATE

| | |
|----|---|
| 1. | Have you a valid Tax Compliance Certificate for the countries listed in 2.4 above? ___ YES ___ NO If yes: |
| | Tax Compliance Certificate Number & Country |
| | |
| | |
| | |

3.0 Banking Information

NB: Please provide a letter giving Ministry of Environment and Housing authority to seek references from the Bidder's bankers

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



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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 | |
| | | |
| | | |



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EPC PREQUALIFICATION FORM - ANNEX 1**

7.0 References

7.1 PROJECT EXPERIENCE – EPC SOLAR PV

List descriptions of 4 reference Ground Mount or Carport Solar PV EPC projects delivered in the past five (5) years:

| 1. | PROJECT 1 | |
|----|---|----------------------------|
| | 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 | |
|----|---|----------------------------|
| | 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.) | |



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| 3. | PROJECT 3 | |
|-----------|---|----------------------------|
| | 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.) | |

| 4. | PROJECT 4 | |
|-----------|---|----------------------------|
| | 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.) | |

NB: Please provide a reference letter from Owner for at least one of the projects listed above.



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EPC PREQUALIFICATION FORM - ANNEX 1**

7.2 EPC ENGINEERING

Engineering

| | | |
|-----------|--|---------------------------------------|
| 1. | List the solar PV 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 energy engineering/design and how many years of renewables industry experience do they have on average? | |
| | Total Professional Engineers (by discipline): | Average years of industry experience: |
| | Protection & Control | |
| | Electrical | |
| | Civil/Structural | |
| | Other Disciplines | |
| | Designers | |
| | Project Managers | |
| | Procurement Professionals | |
| 3. | Provide a copy of your Company Engineering/Design Quality Control process. | |
| 4. | Provide recent examples that your Engineering/Contractor Team performed for Solar PV project work in the <i>Caribbean</i> . | |

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 your contracts do you typically subcontract? _____%

7.5 EQUIPMENT

Provide a list of relevant assessment and test equipment available (indicate owned or rented and quantity).



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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 Health and Safety Information

Does your company have a written Environmental, Health & Safety (EHS) Program? ___Yes
___No

If yes, please provide a copy as an attachment.

Please provide safety record data or information and comment on any areas of your company's EHS program and policies that you feel will be appropriate in our evaluation.

9.0 Financial Statements

NB: Any company whose financial statements are provided would have to be a party to the EPC contract with the Government of The Bahamas

Attach a copy of the most recent full year financial statements which must include:

- Audited statements including independent auditor's opinion
- Annual revenue
- Cash on hand

10.0 Legal

Litigation

| | |
|----|--|
| 1. | Has there been any litigation between your company and any governments and/or companies? ___ YES ___ NO If yes, list Court, Case Name and Number |
| | |
| | |



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11.0 Conflict of Interest

Please provide a statement establishing that the Bidder (including all members of a joint venture) are not associated, nor have been associated in the past, directly or indirectly, with any member of the Government of The Bahamas having responsibility for preparing or having knowledge of specifications and other bidding documents for these services.