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**Minutes of the Pre-Bid Meeting and responses to queries- Technical  
Services on Realization of Renewable Energy Technologies in Mae Hong  
Son Province, Thailand**

**ITB: BRH001/2017**

**3<sup>rd</sup> September 2017, 10:00AM, Skype Conference**

The list of participants is at Annexure-1.

Clarifications requested during the Pre-Bid Meeting and those received at [procurement.th@undp.org](mailto:procurement.th@undp.org) along with UNDP's response is at Annexure-2.

The attending participants were advised of the following key elements of the RFP and the submission of bids.

- For all communication regarding the ITB, to seek any information or clarification bidders may write [procurement.th@undp.org](mailto:procurement.th@undp.org). Communication sent to UNDP by other means or any to any other email address, would be disregarded.
- As the RFP allows for bids to be submitted in THB (Thai Baht)
- Any clarifications, these minutes of the meeting or further communication
- Formats for Bid Submission form, Technical proposal and Financial proposal were explained to the bidders.



**Annexure 1**

**List of Participants**

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A. The following were present from UNDP

	<u>Title</u>
1) Ms. Sorat Phutthaphithak	
2) Mr. Nivesh Sood	Management Specialist
3) Ms. Sirinapa Visessmith	Project Assistant
4) Ms. Yenta Nungvaewdaeng	

On Skype

1) Mr. Samat Sukenaliev	IIEC
2) Mr. Sommai-Phon Amnuaisuk	IIEC



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## **Annexure 2**

### **RFP: BRH001/2017/ Technical Services on Realization of Renewable Energy Technologies in Mae Hong Son Province, Thailand**

#### **Clarifications to Bidders**

**Question 1** Considering that the duration of the project is nine months and all grid-connected solar PV systems shall obtain licenses from PEA for selling of electricity, have the licenses for the three grid-connected systems been secured? If not, the systems will be designed as the zero-export grid-connected systems. Preparation and submission of applications for licenses to sell electricity cannot be included in the proposed scope of services, since there is no available quota from PEA. Note that the zero export systems will require integration of additional components into the PV Systems to prevent power export to the grid.

**Answer 1** The main objective of the installation is self-consumption. The electricity consumption of the hospitals is much higher than output from PV systems. The system should be designed as the zero-export grid-connected systems. A device for protecting electricity flow to the grid must be installed. The contractor must inform the Energy Regulatory Commission for installation.

**Question 2** It seems like the previous contractor has already completed some preparatory works, can you please share the findings from the preparatory works, including but not limited to criteria and rationales for preliminary system sizing, layout and floor plan for the selected facilities, end-use equipment inventories, etc. This will enable us to prepare precise methodology and work plan.

#### **Answer 2**

There are 3 schools in off-grid areas requested for electrification.

- BPS Look Kao Larm, Pang Mapha
- Baan Pang Pueng School, Pai
- BPS Pai Song Ngae, Pai

The size of 3 kWp for each site has been identified to match with the needs of each school. The standard construction blueprint designed and controlled by the Ministry of Education have been uploaded to

[http://procurement-notices.undp.org/view\\_notice.cfm?notice\\_id=35913](http://procurement-notices.undp.org/view_notice.cfm?notice_id=35913)

, bidders may look for additional information at <http://design.obec.go.th/>



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**Question 3** Please confirm if detailed engineering designs for solar PV systems and bio-digesters will be part of the survey reports for Module I & II?

**Answer 3** Yes

**Question 4** Please confirm if the preliminary specifications of equipment shown on page 48-51 can be altered if the survey findings undertaken by the contractor suggest otherwise.

**Answer 4** The preliminary specification cannot be altered, bidders can propose specification is better than the stated one, with details.

**Question 5** Module 1, task 3 suggest installing one 5kWp PV system in Huai Hom Tambon Administrative Organization (2 kWp from abandoned panels/3 kWp from new panels). We understand from the Skype conference that only 2 kWp panels will be reused but all other mechanical and electrical materials and works for these 2 kWp panels shall be included in the proposal.

**Answer 5** Correct.

**Question 6** We understand that the expected number of participants for the project closing/national conference is 100.

**Answer 6** Correct. The conference is expected to be organized at a good hotel at the center of Bangkok.

**Question 7** We also understand that all the costs related to organization of the conference shall be included in the financial proposal.

**Answer 7** Correct.

**Question 8** However please confirm if travel costs, DSAs and honorariums for participants and speakers should be included?

**Answer 8** Travel costs will include (i) airfares from MHS-CNX-BKK-CNX-MHS of 10 senior government officials (Governor of Mae Hong Son, Chiefs of provincial government offices in Mae Hong Son), the rest will be participants from Bangkok (around 80 Thai and 10 non-Thai); (ii) DSA (hotel, meals or subsistence allowance) will be up to a management model that bidder believes most appropriate to the conference arrangements, execution and



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management. Broad suggestion is that it should not lower than the government rate or too high.

**Question 9** We note that the number of printed copies of conference documents is 300. We understand that the proceedings will be produced after the conference, so please confirm if the number of printed copies of the conference proceedings is also 300.

**Answer 9** These 2 documents in Thai (with executive summary in Thai and English), (a) the project lessons learned of each RET and (b) the study on policy for MHS towards RE special development zone will be summarized from the English version, printed for 300 copies with 100 copies handed to the conference participants. The remaining 200 copies will be sent to UNDP Thailand.

**Question 10** Please confirm if the conference proceedings will be in both Thai and English.

**Answer 10** The proceedings will be in English and submit by an electronic file to UNDP Thailand.

**Question 11** Who will be responsible for delivery of the conference proceedings to all target recipients?

**Answer 11** UNDP Thailand