



Expression of interest (EOI) for the provision of professional services on quality assessment of energy efficient street lamps and lighting fixtures available on Ukrainian market

The purpose of this EOI is to provide UNDP with specific information about interested organisations in order to evaluate suitability for participation at the Request for Proposal (RFP) stage.

This EOI does not preordain a contract and is intended to ensure that solicitation documents are extended only to those organisations demonstrating adequate capabilities and resources. Vendors considered short-listed will receive the RFP package, which will focus on technical requirements and financial bids.

UNDP Ukraine invites interested companies to apply on the following:

Summary of proposal:

Title of service: Quality assessment of energy efficient street lamps and lighting fixtures available on Ukrainian market

Category: Research/Consulting and logistics Service

Duty Station: Kyiv

Duration: Three (3) months commencing starting from February 2013

Background:

UNDP Transforming the Market for Efficient Lighting Project in Ukraine is seeking for qualified companies/associates to express their interest in the above mentioned upcoming procurement tender by providing detailed information demonstrating experience and qualifications in the requested area.

The Project's foremost objective is to facilitate transforming the market towards more energy efficient lighting technologies by removing barriers contributing thereby reducing of greenhouse gas emissions in Ukraine.

Owing to some gaps in the regulatory system, so-called poor-quality “grey” lighting products have free access to the Ukrainian market. Currently, the State Accreditation Agency grants licences to state and private laboratories for performance of testing of lighting products as per the applicable norms and regulatory requirements. Any lighting product to be legally sold in the Ukraine shall be covered by applicable “Certificate of Conformity” issued by a duly accredited laboratory. However, many private testing laboratories in Ukraine do not have appropriate testing equipment capable of testing lighting sources as per the national standards. Presence of sub-par

quality lighting products which nevertheless has improper labelling impedes further development of the energy-efficient lighting market as long as the poor quality products do not fully satisfy the customers and thereby create a negative image of the whole sector. Therefore, there is a real and urgent need for assessment of real quality of available street lighting products so the Ukrainian Government became aware of the real situation within the sector in order to: 1) enable the Government to start a process of relevant changes and amendments to the existing certification system; 2) identify the best product available for governmental large-scale investments into energy efficient street lighting.

The overall objective of the study is to conduct a quality assessment of lighting products available in Ukraine covering::

- Bulbs used for street lighting;
- Lighting fixtures used for street lighting;

with respect to compliance with Ukrainian and EU applicable norms and regulatory documents and further comparison thereof.

The Contractor shall provide the following services:

- Purchasing of the random samples of street lighting equipment available of the Ukrainian market;
- Organizing and conducting of comparative tests of consumer properties and safety parameters of lamps and outdoor lighting fixtures currently available in Ukraine's market.
- Preparation, based on results obtained, a systemized information to be used in further researches and recommendations to consumers on the choice and optimal use of light sources;

Results to Be Achieved by the Contractor/Outputs:

- Methodology and instruments of analyses of testing results;
- Detailed procurement plan that should contain data on producer, product, date and region of sampling and logistic plan that should include data on storage and providing testing labs with samples;
- Certificates of disposal of applicable lighting sources;
- Sampling data sheets and testing certificates for the outdoor lamps and lighting fixtures;
- Preparation of the study results specifying the best technologies suitable for street lighting in a soft format and presentation thereof to the national stakeholders and the Project Team.
- Comprehensive analysis of Ukrainian market covering energy efficient outdoor lamps and lighting fixtures.

Eligibility criteria

To qualify for the bid solicitation process, bidders shall meet the following minimum criteria:

- Bidder should have necessary logistics and financial capability for mass purchasing of lighting equipment (positive financial strength and adequate risk level indicator). The Financial Strength Indicator is calculated using either the Net Worth or Issued Capital of the Subject Company. If both figures are available, then the Net Worth is always used to calculate the Financial Strength.
- Bidder should be a legal entity duly incorporated in Ukraine;
- Bidder should have minimum 3 years of experience in conducting of technical studies, preferably in the lighting and energy sector;
- Bidder should have at least 3 positive references (preferably in the similar area of expertise/service provision);
- Bidder should have a team of at least 3 experts with the following qualifications:

Team leader

- Educational background: Technical, masters or equivalent, PhD would be an asset
- Professional experience in conducting similar research, analyses, technical studies:
- Experience in testing of lighting equipment is a distinct advantage;
- Solid academic experience, including pieces of research, is an important asset;
- At least 3 years of managerial experience;
- Languages: Fluent Ukrainian is a must, knowledge of English is an advantage.

Key Expert

- Education background: Technical, master degree will be an asset
- Professional background: at least 3 years of experience in testing of lighting sources and/or technical research and analyses;
- Languages: Fluent Ukrainian is a must, knowledge of English is an advantage.

Procurement/logistics Specialist

- Education background: Economics, Management, Technical degree will be an asset
- Professional background: at least 3 years of working experience in procurement/logistics
- Experience in conducting mass purchasing and organizing/subcontracting logistical operations would be an important asset
- Languages: Fluent Ukrainian is a must, knowledge of English is an advantage.

SHORT-LISTED FIRMS SHALL BE CONSIDERED FOR THE BID SOLICITATION

Submission details

Interested Companies must provide the following documents in English/Ukrainian/Russian languages:

☒ Company Profile, which should not exceed fifteen (15) pages, including description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, list of experts to be involved with the short summary of the expertise, etc.).

- ☒ List of Shareholders and Other Entities Financially Interested in the Firm owning 5% or more of the stocks and other interests, or its equivalent if Bidder is not a corporation
- ☒ Tax Registration/Payment Certificate issued by the Internal Revenue Authority evidencing that the Bidder is updated with its tax payment obligations, or Certificate of Tax exemption, if any such privilege is enjoyed by the Bidder
- ☒ Certificate of Registration of the business, including Articles of Incorporation, or equivalent document if Bidder is not a corporation
- ☒ Trade name registration papers, if applicable
- ☒ Official Letter of Appointment as local representative, if Bidder is submitting a Bid in behalf of an entity located outside the country
- ☒ Latest Audited Financial Statement (Income Statement and Balance Sheet) including Auditor's Report for the past 2 years
- ☒ Statement of Satisfactory Performance from the Top 3 Clients in terms of Contract Value the past 2 years
- ☒ List of Bank References (Name of Bank, Location, Contact Person and Contact Details)
- ☒ All information regarding any past and current litigation during the last five (5) years, in which the bidder is involved, indicating the parties concerned, the subject of the litigation, the amounts involved, and the final resolution if already concluded.

Companies may associate to enhance their qualifications!

Companies will be selected in accordance with the procedure set out in the UNDP Procurement Guidelines and UNDP Financial Rules and Regulations.

The EOI and accompanying documents must be received via e-mail to tenders@undp.org.ua **no later 27 January 2013** with the subject **"EOI/2013/01 Quality assessment of energy efficient street lamps and lighting fixtures available on Ukrainian market"**. Documents sent by post or any other address than the one indicated above will not be accepted. EOI received after the above deadline will not be considered.

EOI from suppliers failing to provide the request information will be disregarded. Request for Proposals and any subsequent purchase order will be issued in accordance with the rule and procedures of UNDP.

This EOI does not entail any commitment on the part of UNDP, either financial or otherwise. UNDP reserve the right to accept or reject any or all EOI without incurring any obligation to inform the affected applicant/s of the grounds.

Pre-bidding conference will take place on 14:00 23 January 2013. **Venue:** UNDP Office in Ukraine, 1 Klovskiy Uzviz, Kyiv, Ukraine

Please register you participation at: procurement@undp.org.ua

Interested companies may obtain further information at the below address:

Focal Person in UNDP: Procurement Unit

Fax No. :044-253-26-07; 044-253-93-63;

E-mail address dedicated for this purpose: procurement@undp.org.ua