

Request for Expression of Interest (EOI)

*Installation of 3 MWp Solar PV Rooftop Powerplants at
various Government Buildings*

Annexure 3 **Instruction to the Bidder(s)**

1.1. EOI document - Important Dates

The following vital EOI document facts are provided for the bidder(s) reference

Launch of EOI document	28th January 2019, Wednesday
Last date to receive - Request to attend Pre-EOI Meeting	6th February 2019, Wednesday, (12:00 midnight Bahrain Time (GMT+3)),
Notification of Pre-EOI meeting Venue	11th February 2019, Monday
Pre-EOI meeting	13th February 2019, Wednesday (3:00 PM Bahrain Time (GMT+3))
Last date to receive - EOI	6th March 2019, Wednesday (12:00 midnight Bahrain Time (GMT+3)),

1.2. EOI - Submission requirements

When preparing your EOI, Bidder(s) are instructed to go through the entire EOI document & its **Annex 1, 2, 3, 4, 5, 6, 7, 8 & 9** thoroughly before submitting the EOI.

EOI may be submitted on or before **6th March 2019, Wednesday (12:00 midnight Bahrain Time (GMT+3))**, via E-mail to the below mentioned ID's along with the **SUBJECT** as given below.

E-mail ID	procurement.bh@undp.org
Subject	Submission of EOI - 3 MWp - Solar PV Powerplant - Government Buildings

EOI submitted by E-mail must contain a single combined file in pdf format. The file shall be limited to a maximum of 5MB, shall be virus-free and shall be sent in no more than one E-mail transmissions.

It shall remain bidder(s) responsibility to ensure that your EOI will reach the above E-mail ID's on or before the deadline. EOI that are received by UNDP after the deadline indicated above, for whatever reason, **shall not** accepted.

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1.3. Pre-EOI Meeting - Instruction & method of request

Bidder(s) who is/ are interested in participating the **Pre-EOI meeting** is/ are kindly asked to submit a request **SEPARATELY & DISTINCTLY** and **NOT to be submitted along with your EOI.**

The SEU will hold a **Pre-EOI meeting** on **13th February 2019, Wednesday (3:00 PM Bahrain Time (GMT+3))** in Manama, Bahrain. The **Pre-EOI meeting request** may be submitted on or before **6th February 2019, Wednesday (12:00 midnight Bahrain Time (GMT+3))**, via E-mail to the below mentioned ID's along with the **SUBJECT** as given below.

E-mail ID	procurement.bh@undp.org
Subject	Request to attend Pre-EOI Meeting - 3 MWp - Solar PV Powerplant - Government Buildings

Interested bidder(s) are invited to attend this meeting to receive more background information on the objectives and content of the Tender based Solar PV Rooftop Project and to clarify questions if any. Attendance is voluntary, but recommended.

- A maximum of Two (2) Nominees representing per bidder can attend the meeting.
- The format for requesting to attend Pre-EOI meeting, please refer **Annex 6.**
- The exact venue details for the Pre-EOI meeting will be announced on **11th February 2019, Monday.**
- The details of the Venue shall be intimated via UNDP/SEU websites as well as to the accepted nominee's E-mail.
 - <http://www.bh.undp.org/content/bahrain/en/home/procurement.html> &
 - <http://www.seu.gov.bh/>

Pre-EOI meeting request submitted by E-mail must contain a single combined file in pdf format and dully signed in every sheet. The file shall be limited to a maximum of 5MB, shall be virus-free and shall be sent in no more than one E-mail transmissions.

It shall remain bidder(s) responsibility to ensure that your Pre-EOI meeting request will reach the above E-mail ID's on or before the deadline. Pre-EOI meeting request's that are received by UNDP after the deadline indicated above, for whatever reason, **shall not** be invited for attending the meeting.

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1.4. Project Timeline & Schedule - Draft & Tentative.

The following draft timeline provides the Bidder(s) a timeline overview for the Tender based Solar PV Rooftop project. The details provided below are purely tentative and UNDP/ SEU reserves the right to change as deemed fit.

1st Quarter 2019

- Launch of Expression of Interest (EOI).
- Pre- EOI meeting.
- Qualifying of EOI document
- Publication of qualified Bidder(s) of EOI document
- Launch of Request for Proposal - RFP with a detailed information on the lots and buildings as well as the templates for the PPAs and Lease Agreement
- Only qualified Bidder(s) of EOI document are invited to attend the upcoming Request for Proposal - RFP

2nd Quarter 2019

- Pre-RFP meeting
- Evaluation of RFP Tender
- Publication of qualified Bidder(s) of RFP Tender
- Award of contracts
- Bidder(s) Signing PPA contract with Government.
- Site assessment
- Applying for Net Metering with Electricity & Water Authority (EWA)

3rd Quarter 2019

- Approval of detailed project and plant design.
- Engineering, Procurement, Supply, Construction, Installation of Solar PV Rooftop Plants
- Inspection and approval from Electricity & Water Authority (EWA)
- Commissioning of Solar PV Rooftop Plants