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**REFERENCE:
EOI/766/2014**

Date: September 08, 2014

Dear Sir / Madam,

United Nations Development Programme in Belarus (UNDP) invites companies to submit Expressions of Interest in participating in the subsequent tender exercise for the procurement of **Ventilation units and the equipment for automation of ventilation units and heating system for energy efficiency improvement of the residential building in Grodno, Republic of Belarus.**

a) Background

United Nations Development Programme in Belarus is executing procurement of equipment under GEF/UNDP Project " Improving Energy Efficiency in Residential Buildings in the Republic of Belarus".

The objective of the project is to reduce the energy consumption and related GHG emissions with the focus on new residential buildings by introducing new performance based building design and construction standards with related energy certification scheme(s), and to ensure their effective implementation.

Energy and cost-saving potential of new energy efficiency measures will be demonstrated using the example of pilot energy efficient residential buildings.

One of the measures planned for implementation in pilot residential buildings is forced ventilation with heat recovery from the exhaust air.

b) General instructions and documents to be submitted by an interested company:

United Nations Development Programme in Belarus anticipates issuing a corresponding ITB for the procurement of Ventilation units and the equipment for automation of ventilation units and heating system for energy efficiency improvement of the residential building in Grodno, Republic of Belarus. The aim of this Expression of Interest is to identify potential bidders with capacity to supply the equipment specified in Annex №2. Eligible suppliers will be invited to participate in the upcoming bids.

Potential suppliers should forward their EOI along with attached documents by email ONLY (max. 7 MB per email message with no limits on number of messages) to the following address: tenders.by@undp.org.

Please indicate in a subject field of all communications: **EOI/766/2014 - Procurement of ventilation units and the equipment for automation of ventilation units and heating system of residential building.**

The Expression of Interest should specify United Nations Development Programme in Belarus reference number **EOI/766/2014** and shall be received before 17:00 hours Minsk time (GMT+3 hours) on September 22, 2014. If you need more information, please send your enquiry via uladzimir.shtaida@undp.org (Uladzimir Shtaida, Project Procurement Specialist) not later than September 19, 2014. UNDP reserves the right not to answer the questions received after the above date.

Note: The Expression of Interest (EOI) allows expression of interest for both all (Lots 1-3) and separate lots.

The Expression of Interest shall include the following documents:

1. Completed EOI Form – Parts 1, 2 (please see attached Annex №1).
2. Copies of certificates according to items 14-16 of Annex №1 Part 1.
3. Technical specifications and warranty offered according to Terms of Reference (Annex №2). Please also attach descriptive literature (manuals, user guides, drawings, etc.) for the devices.
4. Payment terms preferable. In the event that the Applicant requires an advanced payment upon contract signature, and if such request is duly accepted by UNDP, and the said advanced payment exceeds 20% of the total Bid price, or exceed the amount of USD 30,000, UNDP shall require the Applicant to submit a Bank Guarantee in the same amount as the advanced payment. A form of bank guarantee for advanced payment will be furnished in the upcoming tender document.
5. Comments on the specifications under the upcoming Invitation to Bid (ITB): what is required to be clarified, explained in detail, modified in the specifications.

This Expression of Interest does not entail any commitment of the part of UNDP and does not constitute a solicitation. UNDP reserves the right to change or cancel this EOI without assigning any reasons, to accept or reject any or all expressions of interest without incurring any obligation to inform the affected Applicant/s of the grounds. Any costs associated with the submission of the EOI will have to be borne by the Applicant and any such associated costs will not be reimbursed by UNDP.

EXPRESSION OF INTEREST (EOI) FORM

Date: _____ 2014

Reference: EOI/766/2014

Part 1. Company's details:

1	Name of Legal Entity:	
2	Legal Address:	
3	Telephone Number:	
4	E-mail Address:	
5	Fax Number:	
6	Country of Registration:	
7	Year of Registration:	
8	Taxpayer Number:	
9	Bank Details:	
10	Name and Position of the Head of Company/Organization:	
11	Contact Person, tel. and e-mail on matters relating to the Expression of Interest:	
12	Company Area and Details of Business (e.g. wholesaler, trader, manufacturer):	
13	National or international quality standards for the product offered:	
14	ISO Certificates or Equivalent Certificates (copies shall be provided, if any):	
15	Environmental sustainable practices compliance evidenced by certifications, e.g., ISO 14000 Certification (copies shall be provided, if any):	

16	Certificate of Conformity/ Declaration of Conformity of the Republic of Belarus on equipment subject to mandatory conformity attestation/ mandatory declaration of conformity in the Republic of Belarus (provide information on the need to obtain a certificate (declaration) of conformity or justification of the absence of such a need	
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17. Brief company profile: _____

18. Terms of delivery of equipment on DAP Minsk, Belarus conditions (for non-residents of the Republic of Belarus) or DDP (buyer's warehouse) Minsk (for residents of the Republic of Belarus)

19. Technical specifications and warranty offered. Please provide very detailed information in accordance with technical parameters indicated in the TOR (annex 2) and attach descriptive literature (manuals, user guides, drawings, etc.):

Lot 1 _____

Lot 2 _____

Lot 3 _____

20. Availability of the Supplier's or its representative's service center (preferably in the territory of the Republic of Belarus), and the terms of service during the warranty period (time of supplier's experts arrival to the customer's site, terms of replacing the faulty equipment, availability of the on-line consultation service, etc.):_____.

21. Preferable payment terms: _____

Part 2. Major contracts in supply of similar goods for the last 3 years

Please list your major contracts in supply of similar goods for the last 3 years:

Client <i>(name, country of origin)</i>	Year, rough amount of the contract in USD	Goods supplied	Contact person of the client, tel., e-mail
1.			
2.			
3.			

Signed (Name, position)

Authorized representative on behalf of the Company

(Company name)

Stamped

**Comments on the specifications and scope of assignment under the upcoming
Invitation to Bid (ITB):**

TERMS OF REFERENCE**Procurement of ventilation units and the equipment for automation of ventilation units and heating system of residential building**

The engineering equipment below will be installed in 10-storeyed energy efficient residential building in Grodno, as a part of the UNDP/GEF project "Improving Energy Efficiency of Residential Buildings in the Republic of Belarus", № 00077154.

LOT 1

No	Description	Unit	Q-ty
1.	Supply and exhaust unit (decentralized)	Pcs.	120

Specifications:

- Nominal unit capacity	not less than 300m ³ /h
- Electric heater power	1.0 kW
- Fan power	2x70W
- Type of fan electric motor drive	EC
- Heat exchanger type	rotary
- Mains supply	230V/50Hz/1 phase
- Top connection of air ducts	4x160mm
- Heat exchanger temperature efficiency	not less than 83%
- Regeneration of current by rotary heat exchanger	3.5 kW
- Filters	in-built, panel
- Sound pressure level in the environment (at 3 metres)	not more than 40,3dB(A)
- Service side – with possibility of changing at site	right/left
- Overall dimensions	not more than 578x640x545mm
- Heat insulation thickness of the walls	not less than 45mm

LOT 2

No	Description	Unit	Q-ty
1.	Tube axial fan with automatic shutters	Pcs.	120

Specifications:

Tube axial fan with automatic shutters

- For connection to air ducts and air shafts with Ø100
- Automatic shutters
- Seven-fin noiseless impeller
- Voltage at 50 Hz 220-240V
- Power 18 W
- Input current 0.085A
- Rotation speed 2300 min⁻¹
- Unit capacity not less than 98 m³/h
- Pressure 35 Pa
- Sound pressure level at 3 m not more than 34 dB (A)

LOT 3

No	Description	Unit	Q-ty
1.	Air exchange and heat supply controller for decentralised systems	Pcs.	120

Specifications:

1. The air exchange and heat supply controller is comprised of:

- control unit;
- terminal;
- infrared control board;
- air temperature and humidity sensors.

Notes: Air humidity to be controlled in the supply and exhaust canals at the apartment end

2. The controller should allow synchronous control of the air exchange and heating regimes

3. Mains supply voltage and frequency is 220 V/50 Hz

4. Maximum overall dimensions:

- control module: 160x120x76 mm;
- terminal – 85x85x42 mm.

5. Control module should be integrated into the frame of Supply and exhaust unit (decentralized)

6. Sensor controlled temperature range: -35 - 125 °C.

7. Sensor controlled humidity range: 0 - 100%.

8. The controller should enable control of the fans with EC drives. Number of speeds: 9

Terminal voltage for control of fan electric drives at set mode:

Mode: Control voltage, V:

0	0
1	2
2	3
3	4
4	5
5	6
6	7
7	8
8	9
9	10

9. The controller should enable control of fan motors speed of rotation

10. The controller should permit two-position control of the heating system valve

11. The controller should enable control of the ventilation unit regenerator rotor, including control of its rotation
12. The controller should enable control of electric air heating and the monitoring of the two emergency thermal relays
13. The controller should enable control of the flame arresting valves with electric drives
14. The controller should permit technical registry of power consumption by the ventilation unit
15. The controller should support power saving algorithms
16. The controller should have an in-built recorder keeping at least 1000 archived records and registering the following control device functioning parameters for each record:
 - Time and date of parameters record;
 - Readings from the temperature, humidity and electric drive control sensors (rotor spinning, thermal relay status);
 - Fan electric motors rotating speed;
 - Value of power consumption;
 - Performance modes of the fans, heating system valve, electric air heater, flame resistant valves;
 - Controller settings;
 - Contingency situation codes;
 - Controller code;
 - Service information.
17. Monitoring system interface connection: RS-485.
18. The controller should support automatic fan shutdown at temperatures in excess of 70°C ("Fire")

Other specifications (Lot 1, Lot 2, Lot 3):

- | | |
|--------------------------------------|--|
| 1. Warranty | At least two calendar years from the commissioning date.
Supplier provides post-warranty service of the equipment |
| 2. Service maintenance | Service maintenance to be performed by qualified employees of a service centre operated by the supplier or an authorised representative thereof, preferably based in the Republic of Belarus |
| 3. Operating and maintenance manuals | Package of Operating manual should be in the Russian language.
Package of Maintenance manual should be in the Russian language. |
| 4. Technical documentation | The supplier should provide the technical design documentation in the Russian language to support the installation process at least one month before the scheduled delivery date. |
| 5. List of spare parts | The supplier shall provide a list of recommended spare parts.
The list shall be in the Russian language. |

6.	Certification	<p>In addition to the equipment, the Supplier shall provide original or notarised copies of the following documents:</p> <ul style="list-style-type: none"> - Certificate of Conformity/ Declaration of Conformity of the Republic of Belarus on equipment subject to mandatory conformity attestation/ mandatory declaration of conformity in the Republic of Belarus
7	Mounting supervision	The supplier of the equipment shall provide mounting supervision.
8	Training	The supplier of the equipment shall provide, at own cost, the training of the client's personnel.
9	Compatibility with the existing engineering equipment	<p>LOT 1. Supply and exhaust unit (decentralized):</p> <ul style="list-style-type: none"> - Top connection of air ducts - 4x160mm; - For work with Air exchange and heat supply controller for decentralised systems (see LOT 3); <p>LOT 2. Tube axial fan with automatic shutters:</p> <ul style="list-style-type: none"> - For connection to air ducts and air shafts with Ø100; <p>LOT 3. Air exchange and heat supply controller for decentralised systems:</p> <ul style="list-style-type: none"> - Control module should be integrated into the frame of Supply and exhaust unit (decentralized) (see LOT 1).
10	Year of production	2014 (new)
11.	Supply time	I quarter of 2015