



Bidders Conference Summary - Q&A

UNDP Ukraine Country Office	21 st of December 2020	Q&A V1
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Bidders' Conference Attendees:

Company Name
Atmosfera management
Project Institutes Group "Hiproprumbud"

List of Annexes

1. Firefighter Switch Datasheet

Expectations from the UNDP Ukraine Country Office

Country Office's expectations:

1. Reduce climate impact;
2. Showcase the solution to create a countrywide movement;
3. Enhance business continuity and work environment.



Figure 1. Potential Solar PV Installation

System operation

Regarding the operation of the system, the setup will be based on Solar PV + Grid as stated in section 3.4 of the RfQ. The Solar PV System is required to serve as the priority source of energy and if more energy is required, then it will be supplied with the grid. In the case of outages, there will be a switch to the already installed generator on-site.



Q&A Session:

Q 1: Is the Operation & Maintenance required to be online or on-site?

A: As per section 3.5.1.6 of the RfQ, the O&M services must include:

1. Maintenance (preventive and corrective)
2. Technical support (onsite and/or remote)
3. Continuous online monitoring system

According to the above, the O&M provided by the vendor must be online and on-site. On the one hand, there will be the required bi-annual on-site maintenance visits (e.g. cleaning of panels) as well as in case any issues happen which will require on-site presence. On the other hand, the vendor must also provide continuous online monitoring service.

Q 2: How frequent should the training be? What is the expected content?

A: The training occurs once after the installation of the system (Step 6) is finalized and the User Acceptance Test (UAT) is performed. The training should contain at least the following:

1. Smart use of appliances to avoid misuse of equipment
2. Energy efficiency
3. Awareness on energy consumption and cost of electricity
4. Solar Hybrid Energy System Essentials (Basics) Maintenance and Troubleshooting Guide

Q 3: Is there any specific format with which the offer should be submitted?

A: All required documentation must be provided in PDF format and should be delivered separately and clearly named. The software used to provide the required documentation is up to the vendor (e.g. AutoCAD, MS Word, etc.).

Q 4: What is a firefighter switch? Is it a requirement?

A: The firefighter switch is a remotely controlled DC disconnect switch that isolates the lines between the solar modules and the inverters. Kindly find in *Annex 1* an example of a firefighter switch datasheet. Please note that we share this datasheet for information purposes, and we are not recommending nor endorsing this brand. Also, note that the firefighter switch is a requirement as stated in section 3.4.7.3 of the tender document.

Q 5: Is it necessary to translate the technical offer to English?

A: All required documentation must be submitted in English in order to make the evaluation process smoother and easier.

Q 6: Which legislation should be followed during the development of the project? European or local Ukrainian legislation?

A: The development, approval, and implementation of the project should follow and be compliant with Ukrainian local regulations (e.g. grounding). However, several aspects must comply as well with European legislations such as power electronic (e.g. inverters) as per section 3.4.3 in the RfQ document.



Q_7: Are there any requirements for grounding and lightning protection?

A: Please refer to section 3.4.7.2 of the RfQ where all the technical requirements for grounding and lightning protection are listed.