



Empowered lives.
Resilient nations.

Notes of Pre-bid meeting for the RFP “Consultancy Services to Review the Small Scale Distributed Generation Scheme and Assessing the Solar PV Market status (RFP/MAR2016/001)” under the - Removal of Barriers to Solar PV Power Generation project (Project ID: 00076772)

Thursday 02 June 2016 at 10:30 hours - UNDP, Conference Room, 5th Floor, Anglo Mauritius Building, Port Louis, Mauritius.

Present:

1. Mr. Satyajeet Ramchurn, Environment Programme Analyst, UNDP (**Chairperson**);
2. Mr. Keswar Leelah, Operations Manager, UNDP;
3. Mr. Iqbal Dreepaul, Project Manager, CEB;
4. Ms. Nishi Sewurn, Procurement Assistant, UNDP;
5. Mr. Patrick Lock Son, Project Assistant, UNDP;
6. Mr. Ashley Boodhoo, Planair;
7. Ms. Roshni Beeharry, Deloitte;
8. Ms. Diksha Dookhit, EY;
9. Mr. Roy Ittoo, Smart Energy Systems Ltd;
10. Mr. Kashmira Ismael, Smart Energy Systems Ltd (for Carbon Trust);
11. Ms. Jessie Appavoo, SSN;
12. Mr. Moosrakeem Ghooora, PWC;
13. Mr. Dinesh Kumar Hurreeram, University of Mauritius (AF Mercados);
14. Mr. Yatindra Kumar Ramgoolam, University of Mauritius (AF Mercados);
15. Mr. Vishwamitra Oree, University of Mauritius (DNV GL);
16. Ms. Sabine Lam, Ecodis Ltd;
17. Mr. Anshu Prakash Murdan, University Of Mauritius;
18. Ms. Pamela Leste, IT Power Consulting / BDO.

1. Opening:

The Chairperson welcomed members. He explained that the objective of this meeting was to present the content of the Request for Proposal (RFP) “**Consultancy Services to Review the Small Scale Distributed Generation Scheme and Assessing the Solar PV Market status**” and to respond to any query from potential bidders regarding the RFP.

2. Discussion:

The Chairperson requested the Project Manager to go directly through the Terms of Reference so that those present could ask specific questions.

The Project Manager explained the main objective of the project, which is the review of the progress and development of solar PV in Mauritius and Rodrigues since 2010 so as to develop a model / strategic paper that will chart the pathway for a sustainable development of on-grid PV electricity generation. The six main components were briefly described.

Bidders were also requested to consider the following:

Task A – to touch on the contribution of medium scale generated distribution and to eventually consider the large scale generated distribution if found relevant for a comprehensive study of the solar PV market development.

Task B – to also look more pervasively into all the aspects regarding the different players / stakeholders in the market

Task C - Financing model must be effective for implementation in the local context

Ownership model of solar PV must be consistent with the main development (by Government and the CEB) on energy accessibility and must be contained in the study.

Prior to queries being taken, the draft replies to the queries already raised in writing prior to the pre-bid meeting were shared. They were as follows:

The 18 queries received prior to the pre bid meeting were shared and reviewed by the chairperson:

Query No	Question	Answer
1	Please clarify if the pre-bid meeting , that will be held with all potential bidders on Thursday 2nd June 2016 at the United Nations Development Programme, 5th Floor Conference Room, Anglo Mauritius House, Intendance Street, Port Louis at 10h30, <u>is mandatory or not</u>	It is not mandatory
2	Please clarify if a Company, that would participate to this Request for Proposal, must register its profile on UNGM portal before submitting its Proposal	No
3	We note that a pre-bid meeting in Port Louis is planned for 2 June. Can you give us any guidance as to the importance of the pre-bid meeting (is it a prerequisite for bidding for example) and would it be possible to attend the meeting via teleconference?	The purpose of the pre-bid meeting is to respond to any questions which potential bidders may have. It is possible to attend via teleconference e.g. through skype. As for international companies a local counterpart is essential, representation by a local counterpart is also possible.

Query No	Question	Answer
4.	The project was endorsed in 2010 and it was meant to be implemented over the course of four years. There seems to have been a delay from the PPG to implementation phase. Do you foresee any delays in the undertaking of this assignment?	This is an assignment under the overall project. There should be no delays in executing the assignment as the overall GEF project is closing in December 2016. Hence it is not recommended that one person takes more than one expert position within the consultancy so that more work can be carried out in parallel.
5	In terms of the local counterpart, can you please clarify who qualifies as such, i.e., someone (or alternatively a firm) who has an understanding of the Mauritian context and preferably a Mauritian or someone who lives and works in Mauritius and is in country for the duration of the assignment.	A local counterpart is a Mauritian who is resident in the country on a full time basis and is able to attend ad hoc meetings as requested by the client. No Daily Subsistence Allowance would be paid for a local counterpart as the counterpart is expected to be "local".
6	Please indicate the contracting authority and the project beneficiary(ies)	UNDP is contracting, the beneficiaries are the CEB and the Government of Mauritius
7	Will the approval of each delivery be undertaken by UNDP, or is there another approval procedure?	The approval will be at the level of CEB first and then UNDP. All deliverables have to be approved by the Steering Committee of the GEF Solar PV project.
8	Will payment be associated with the submission or approval of deliverables; and will it be made by UNDP?	Payment will be upon approval as per the answer given to section 7.
9	Please clarify whether the awarded proposer will be obliged to register in Mauritius in order to receive the relevant payment.	Since it is a UNDP procurement, there is no need to register in Mauritius.
10	Please explain the meaning of "certificate" and "certification" in the following Expert requirement: "Being a certified Analyst in the specific field, with a certificate from an accredited internationally recognized certification body, would be a definite advantage". Please clarify whether such certificates include University diplomas.	This was intended to encompass accreditation with professional bodies in the relevant field. University degrees are already accounted for in the evaluation.

Query No	Question	Answer
11	Concerning the requirements for the Regulatory Affairs Specialist position, please comment on the eligibility of a specialist with experience of at least 5 years on regulatory affairs in the field of energy or renewable energy; who has carried out at least 5 comprehensive studies in solar PV regulations; but has University degrees in economics and finance, instead of a degree in law.	This will be evaluated at the evaluation stage once the proposal is obtained. The CV of the relevant person has to be examined and it is premature to comment without knowing the substance of those evaluations and the role of the person in those evaluations.
12	Concerning the requirements for the Financial Analyst position, please comment on the eligibility of a specialist with experience of at least 5 years on financing in the field of energy or renewable energy; who has carried out at least 5 comprehensive financial and economic assessments of the solar PV market; but has a University degree in engineering instead of a degree in finance and economics.	Same as above.
13	GEF funded project “Removal of Barriers to Solar PV Power Generation in Mauritius, Rodrigues and Outer Islands” covers the main island Mauritius of the country and the other other Islands as well (Rodrigues and Outer Islands). In this regard please clarify if the assignment “Review the Small Scale Distributed Generation Scheme and Assessing the Market Status” would be restricted to the main Island of the country (Mauritius) or would be extended to other Islands as well. If yes, what modalities for the same are suggested. Would a survey in person in Rodrigues and Outer Islands would be needed	A single representative may visit Rodrigues for the project. For Agalega, there are no known beneficiaries, so no visit is needed.
14	The Mid term review of the GEF funded project “Removal of Barriers to Solar PV Power Generation in Mauritius, Rodrigues and Outer Islands” mentions that Output 1.5 (Review of the SSDG scheme including financial model, technical specifications towards improving the scheme and moving to the next phase) has already been completed. The Mid Term Review report further mentions that the report has been prepared by M/s Mercados. In this regard please clarify if the report submitted by Mercados will be shared. Further, please also clarify if the proposed consultancy will build upon the work already done by Mercados.	This consultancy is different in that it looks at the market status and not the technical specifications of the SSDG as was carried out under the previous study.

Query No	Question	Answer
15	Table 2, Item 1.1 specifies 10 marks for reputation of organisation and staff / credibility / reliability / industry standing. Considering the attributes being considered are qualitative in nature, please clarify what are the quantitative parameters which would be used while allocating marks against this item	This is a qualitative score based on the submission of the company in relation to information provided in respect of the parameters mentioned.
16	Table 2, Item 1.2 specifies marks for Financial Stability, strength of project management response, project management controls. Considering that these attributes are qualitative in nature, please clarify what are the quantitative parameters which would be used while allocating marks against these sub-item	This is a qualitative score based on the submission of the company in relation to information provided in respect of the parameters mentioned.
17	Table 2, item 3.2 A (b), item 3.2 B (b), item 3.2 C (b), item 3.2 D (b), item 3.2 E (b), item 3.2 F (b) specifies for different consultants the marks for certification by accredited international bodies. In this regard please clarify what is meant by accredited international bodies. Specifically, please clarify whether a national university would qualify as an international accredited body. E.g. a degree in engineering from a national university would qualify for marks against item 3.2 A (b).	The table has been amended and the total is 1000.
18	At the end of Table 2 on page 32 there is a stated note. This don't seem to be linked to any of the test elsewhere in the RFP document. Please clarify this stated note is linked to which part of the text in the RFP document.	Kindly refer to the text under "Notes". Accordingly, this is linked to all mentions of the term "Degree Holder" in the evaluation table and relates to section 2.8

The Chairperson then invited the proposed bidders present to raise any further queries. The following four queries were raised during the meeting:

Query No	Queries	Answer
19	With reference to the Table 3(a), expected duration of main tasks, is there any provision for extension of time in the event that the stakeholders are not available e.g. interview exercise for task A, at the required time.	Bidders will not be required to go on the field to interview the SSDG owners (for task A). The interview must thus be carried out as planned and the assessment will be carried out based on an effective population sample. A venue will also be arranged for meeting the current 250 or so owners of SSDG to facilitate their interview.

Query No	Queries	Answer
		<p>Site visits to selected owners will be required to ensure a comprehensive analysis of the development of PV since 2010.</p> <p>Time of completion is a critical factor. All invoices must be submitted before early November 2016.</p>
20	Please clarify who will bear the cost of seminars / workshops.	The agenda of the seminars and the venue will be decided jointly between the management team and the selected consultant. The costs will be met from the project fund as described in the RFP.
21	The Project Manager recommends that the offer must be contextualized (local context) and the consultants must look at the big scope of the government policy / CEB strategy. Please clarify as there are known limitations on the grid. Is the study limited by the grid constraints or can it go beyond the present limitations.	<p>Grid limitation must not be taken as a blocking factor / constraints under this project. The study must frame the future development of solar PV irrespective of the grid limitation. It must actually be an improvement on the current situation.</p> <p>The bidder is not required to set targets as the assignment is not about reviewing energy policy.</p> <p>The review of technical specifications of the SSDG was carried out under the previous study by AF-Mercados. The assignment shall be a review of market status, what has been done, what are the issues, the market inefficiencies etc. and provide recommendations on proposed improvements.</p> <p>The ownership models need to be respectful of the financial sustainability of the stakeholders in the power sector(e.g. CEB, etc.), address the empowerment of women, the strengthening of local capabilities [see 3.3.4]</p>
22	Please comment on the “financing policy for SSDG catering for long term financial sustainability for re-investment (refer to 3.3.3)”	<p>The PV equipment has a life time and if the owners opt out of the project at end of the lifetime and do not re-invest, there will be a gap in energy generation.</p> <p>The study will need to verify if the owners were aware of the re-investment cost, analyze how to sustain the involvement of SSDG owners and their current and future investment while taking into consideration the tariff being proposed by CEB.</p>

Closure:

The meeting ended at 11h15 and the Chairperson thanked all the members for their presence.