Please make sure to submit duly filled checklist form below together with other documents in the frame of RFQ/054/22.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Appendix I: Compliance Response Form | | Understood | Understood with reservations | Comments |  |
| 1 Introduction | | | | | |
| 1 | Introduction | ☐ | ☐ |  |  |
| 1.1 | Sustainable Development Goals | ☐ | ☐ |  |  |
| 1.2 | Smart UN Facilities | ☐ | ☐ |  |  |
| 1.3 | 7-Step Green Energy Process | ☐ | ☐ |  |  |
| 2 Project Description | | | | | |
| 2.1 | Project Objectives | ☐ | ☐ |  |  |
| 2.2 | Project High Level Requirements | ☐ | ☐ |  |  |
| 2.3 | Site Description | ☐ | ☐ |  |  |
| 2.4 | Weather on Site | ☐ | ☐ |  |  |
| 2.5 | Potential Location of PV Panels and technical room | ☐ | ☐ |  |  |
| 2.6 | Estimated Load Consumption | ☐ | ☐ |  |  |
| 2.7 | Connectivity | ☐ | ☐ |  |  |
| 2.9 | Grid Quality |  |  |  |  |
| 3 Statement of Work | | | | | |
| 3.1 | Local Partner | ☐ | ☐ |  |  |
| 3.2 | After-sales services and response time | ☐ | ☐ |  |  |
| 3.3 | Site Visit | ☐ | ☐ |  |  |
| 3.4 | Bidders Conference | ☐ | ☐ |  |  |
| 3.5 Technical Requirements | | Compliant | Deviations | Comments | Reference |
| 3.5.1 PV Modules | | | | | |
| 3.5.1.1 | PV Capacity | ☐ | ☐ |  |  |
| 3.5.1.2 | Module Specifications | ☐ | ☐ |  |  |
| 3.5.1.3 | Standards | ☐ | ☐ |  |  |
| 3.5.1.4 | Module Efficiency | ☐ | ☐ |  |  |
| 3.5.1.5 | Limited Power Warranty | ☐ | ☐ |  |  |
| 3.5.1.6 | Tilt | ☐ | ☐ |  |  |
| 3.5.1.7 | Labelling | ☐ | ☐ |  |  |
| 3.5.2 PV Modules mounting | | | | | |
| 3.5.2.1 | Features | ☐ | ☐ |  |  |
| 3.5.2.2 | Mounting Structure | ☐ | ☐ |  |  |
| 3.5.2.3 | Lifespan | ☐ | ☐ |  |  |
| 3.5.2.4 | Standards | ☐ | ☐ |  |  |
| 3.5.3 Power electronics | | Compliant | Deviations | Comments | Reference |
| 3.5.3.1 | Features | ☐ | ☐ |  |  |
| 3.5.3.2 | Inverter Specifications | ☐ | ☐ |  |  |
| 3.5.3.3 | Main Specifications | ☐ | ☐ |  |  |
| 3.5.3.4 | General Specifications | ☐ | ☐ |  |  |
| 3.5.3.5 | Standards | ☐ | ☐ |  |  |
| ‎3.5.3.6 | Safety | ☐ | ☐ |  |  |
| 3.5.3.7 | Warranties | ☐ | ☐ |  |  |
| 3.5.4 Technical Room | | | | | |
| 3.5.4.1 | Specifications | ☐ | ☐ |  |  |
| 3.5.4.2 | Features | ☐ | ☐ |  |  |
| 3.5.5 Monitoring | | | | | |
| 3.5.5.1 | Monitoring and Management Overview | ☐ | ☐ |  |  |
| 3.5.5.2 | List of hourly basis parameters | ☐ | ☐ |  |  |
| ‎3.5.5.3 | Standards | ☐ | ☐ |  |  |
| 3.5.6 Smart power management | | | | | |
| 3.5.6.1 | System’s operation logic | ☐ | ☐ |  |  |
| 3.5.6.2 | Details | ☐ | ☐ |  |  |
| 3.5.6.4 | Changeover Switch | ☐ | ☐ |  |  |
| 3.5.6.5 | Reactive power requirements | ☐ | ☐ |  |  |
| 3.5.7 Wiring and safety | | | | | |
| 3.5.7.1 | Details | ☐ | ☐ |  |  |
| 3.5.7.2 | Grounding | ☐ | ☐ |  |  |
| 3.5.7.3 | Firefighter’s switch | ☐ | ☐ |  |  |
| 3.5.8 Warranty of the system | | | | | |
| 3.5.8.1 | Details | ☐ | ☐ |  |  |
| 3.6 Tasks and Responsibilities | | Compliant | Deviations | Comments | Reference |
| 3.6.1.1 | Risk Assessment, Avoidance and Mitigation Plan | ☐ | ☐ |  |  |
| 3.6.1.2 | Shipment of material | ☐ | ☐ |  |  |
| 3.6.1.3 | Installation of the Solution | ☐ | ☐ |  |  |
| 3.6.1.4 | Commissioning, UAT and Training | ☐ | ☐ |  |  |
| 3.6.1.5 | Stabilization of the System | ☐ | ☐ |  |  |
| 3.6.1.6 | Maintenance of the system | ☐ | ☐ |  |  |
| 3.6.2. Timelines and Deliverables | | | | | |
| 3.6.2.1 | Signature of the contract | ☐ | ☐ |  |  |
| 3.6.2.2 | Site Survey | ☐ | ☐ |  |  |
| 3.6.2.3 | Final Technical Design | ☐ | ☐ |  |  |
| 3.6.2.4 | Pre-assembled technical solution tested and ready to be shipped | ☐ | ☐ |  |  |
| 3.6.2.5 | Transportation | ☐ | ☐ |  |  |
| 3.6.2.6 | Installation of the Solution | ☐ | ☐ |  |  |
| 3.6.2.7 | Commissioning, UAT, Training | ☐ | ☐ |  |  |
| 3.6.2.8 | Stabilization of the system | ☐ | ☐ |  |  |
| 3.6.2.9 | Maintenance of the system | ☐ | ☐ |  |  |
| 3.6.3 Documentation | | | | | |
| 3.6.3.1 | Project Plan Report | ☐ | ☐ |  |  |
| 3.6.3.2 | Site survey Report | ☐ | ☐ |  |  |
| 3.6.3.3 | Design report including system design drawings | ☐ | ☐ |  |  |
| 3.6.3.4 | Bill of materials | ☐ | ☐ |  |  |
| 3.6.3.5 | Shipping documents | ☐ | ☐ |  |  |
| 3.6.3.6 | Warranty documents | ☐ | ☐ |  |  |
| 3.6.3.7 | Testing procedure | ☐ | ☐ |  |  |
| 3.6.3.8 | Installation and commissioning report | ☐ | ☐ |  |  |
| 3.6.3.9 | User acceptance testing report and proof of performance to UNDP | ☐ | ☐ |  |  |
| 3.6.3.10 | Training manual/guide | ☐ | ☐ |  |  |
| 3.6.3.11 | O&M Manual and troubleshooting guide | ☐ | ☐ |  |  |
| 3.6.3.12 | O&M schedule | ☐ | ☐ |  |  |
| 3.6.3.13 | After sales service agreement including maintenance (corrective and preventive) and technical support (on-site and remote) | ☐ | ☐ |  |  |
| 3.6.3.14 | Maintenance reports | ☐ | ☐ |  |  |
| 3.6.3.15 | Photo and video documentation | ☐ | ☐ |  |  |