

**UNHCR**United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

DATE: 4 November 2022**REQUEST FOR EXPRESSION OF INTEREST: 2022/EOI/005****FOR THE SOLARIZATION OF UNHCR AND WFP LARGE DEEP FIELD COMPOUNDS****CLOSING DATE AND TIME: 5 December 2022 – 23:59 hrs Geneva Time**

1. Introduction to UNHCR and WFP

The Office of the United Nations High Commissioner for Refugees (UNHCR) was established on 14 December 1950 by the United Nations General Assembly. UNHCR is a global organization dedicated to saving lives, protecting rights, and building a better future for refugees, forcibly displaced communities and stateless people.

Every year, millions of men, women, and children are forced to flee their homes to escape conflict and persecution. We are in over 135 countries, using our expertise to protect and care for millions of displaced people around the world. For further information on UNHCR, its mandate and operations please see: <http://www.unhcr.org>.

Assisting 115.5 million people in around 120 countries each year, the World Food Programme (WFP) is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies, and working with communities to improve nutrition and build resilience.

As the international community has committed to end hunger, achieve food security and improved nutrition by 2030, one in nine people worldwide still do not have enough to eat. Food and food-related assistance lie at the heart of the struggle to break the cycle of hunger and poverty.

For its efforts to combat hunger, for its contribution to bettering conditions for peace in conflict-affected areas and for acting as a driving force in efforts to prevent the use of hunger as a weapon of war and conflict, WFP was awarded the Nobel Peace Prize in 2020.

WFP development projects focus on nutrition, especially for mothers and children, addressing malnutrition from the earliest stages through programmes targeting the first 1,000 days from conception to a child's second birthday, and later through school meals. In 2020, WFP provided school meals to 15 million children, often in the hardest-to-reach areas.

Funded entirely by voluntary donations, WFP raised a record-breaking US\$8 billion in 2019. WFP has 20,000 staff worldwide of whom over 90 percent are based in the countries where the agency provides assistance.

2. Purpose of this document

UNHCR seeks qualified companies for the provision of solar electricity as a service. The purpose of this Expression of Interest (EOI) is to:

- a. Obtain information on the experience, expertise, capability and financial resources of interested companies/consortia; and
- b. Establish a shortlist of pre-qualified bidders for the next tender stage.

This tender will be run as a two-stage process with this first EOI stage followed by a Request for Proposal (RFP)/ Request for Proposals for the pre-qualified bidders, which is planned to be launched during 2023.

3. Project background

In 2007, the United Nations (UN) system embarked on a journey to integrate environmental sustainability in its facilities and operations. In 2020, the UN system generated ~1.5 million tonnes CO₂eq greenhouse gas (GHG) emissions, with per capita emissions of 5 tonnes CO₂eq. The sources of the emissions were 32 per cent from air travel, 12 per cent from other travel (rail, road, sea, etc.) and 55 per cent from facilities.

One major source of emissions is linked to the fact that UNHCR and WFP run diesel generators, particularly in large field compounds in 'deep field' Africa operations. Converting these compounds to solar energy could have both a positive carbon impact and a positive financial impact, since solar energy is expected to be cheaper than existing diesel/fossil fuel generation in many geographies.

UNHCR and WFP are committed to improve their environmental performance, climate compatibility and resource efficiency by reducing its use of fossil fuels, purchasing green energy from reliable suppliers and undertaking other sustainability initiatives. However, the upfront investment needed to support such a transition to clean energy and sustainable infrastructure can be significant and for UNHCR and WFP to provide this, it would compete for limited resources with humanitarian priorities.

The compounds considered for solarization under this tender generally comprise offices hosting UNHCR and/ or WFP's administrative, support and management services and, in certain locations, accommodation hosting UNHCR and/ or WFP staff and/or partner organizations' premises. Although adjacent to or located near the operational sites managed by UNHCR, compounds are distinct from the actual sites hosting refugee communities. All sites considered for this procurement modality are estimated to have a system size of **around 500kWp**.

In close collaboration with the German Cooperation (GIZ), UNHCR has conducted a first round of competitive procurement of electricity from private sector independent power producers (IPPs) for a first set of diesel-powered operations in East Africa.

4. The Green Financing Facility

With support from the Swedish International Development Cooperation (Sida) and the German Federal Ministry of Economic Cooperation and Development (BMZ), UNHCR has designed and operationalized the internal governance and technical procedures for operating an internal "Green Financing Facility". The Green Financing Facility is an innovative financing mechanism that has been established and capitalized as a segregated financing facility under UNHCR's overall financial regulations. It is designed to allow UNHCR to contract clean energy as a service via multi-year leasing structures, Power Purchase Agreements (PPAs) or via other comparable arrangements where local regulatory frameworks require. Any of these contracts will have an indicative term of 10 years. Specifically, the Financing Facility has been designed to provide risk mitigation and act as a guarantee mechanism to enhance the creditworthiness of the proposed project, in turn it is hoped leading to more competitive monthly capacity payments for the Buyer.

Payments under the agreements will be made in hard currency, further reducing the Seller's risk. The counterparty of the agreement is expected to be the East and Horn of Africa and the Great Lakes regional office of UNHCR.

WFP operates approximately 1,500 premises in more than 100 countries worldwide. Due to the nature of WFP's work, many of these premises do not have access to stable electrical grid connections and rely on diesel generators for some, or all, of their power. In addition, many of these premises were constructed without any consideration for energy efficiency. The Energy Efficiency Programme seeks to address the significant economic and environmental effects of WFP's power consumption by analysing power usage, identifying where improvements can be made, and providing competitively awarded co-funding and technical advice to assist country offices to implement those solutions, reduce costs, and reduce greenhouse gas emissions.

5. Geography

This EOI is for sites in Kenya and South Sudan, which are listed in the table below.

Country	Location	GPS coordinates (WGS 84)	
Kenya	Dadaab	0.04906694523043852	40.31130868867002
South Sudan	Juba	4.85111796941482	31.5977911354106
South Sudan	Jamjang	9.939122538880152	30.28864262910327
South Sudan	Bunj	9.972946599990966	33.747996926468986

6. Consortia

In this document,

“Consortium” means an unincorporated association of natural or juridical persons bound by contract or law, formed by mutual written agreement for purposes of participation in this tender and, in case of award, to implement the projects eventually included in an RFP.

“Consortium member” means any of the natural or juridical persons comprising a consortium, each having a definite interest in the common undertaking, jointly and severally liable in this tender and whose interest will be converted into an equivalent participation in the projects if the consortium is awarded a PPA through an RFP.

“Lead company” means a company which is member of a consortium which was duly authorized by other consortium members to legally represent and act on behalf of these. The lead company will notify its relationship to a parent company (if any).

Interested companies that intend to form or have formed a consortium for the purpose of this EOI shall, at the time of submission confirm in their joint submission that they have designated one party to act as lead company. This shall be evidenced by a letter of association among the consortium members.

This letter of association shall acknowledge that if the consortium successfully reaches RFP phase, the designated party acting as lead company will be duly vested with authority to legally bind the members and that if they are awarded the contract, the lead company will enter into the contract with UNHCR, acting for and on behalf of all consortium members¹.

If the consortium is pre-qualified through this EOI stage, the joint venture among the consortium members will be evidenced by a joint venture agreement, which will be submitted along with the proposal during RFP stage.

The letter of association should also express that consortium members are fully aware that after RFP submission, the lead company identified to represent the consortium will not be altered without the prior written consent of UNHCR². If a consortium's proposal is selected for award, the contract will be awarded to the joint venture, in the name of its designated lead company. The lead company will sign the contract for and on behalf of all other consortium members.

¹ If the bidder is a consortium, it will not be possible for all consortium members to be signatories to the contract. Under UNHCR procurement rules, one of the consortium members will have to be designated as lead company and will have to be duly vested with authority to legally bind the members of the joint venture jointly and severally.

² Interested companies/consortia are able to amend members of the consortium provided there is no change to the lead member.

7. Requirements

This EOI is an invitation for specialized companies/consortia to express interest in providing solar electricity as a service through the:

- a. Design;
- b. Financing;
- c. Engineering, procurement and construction (EPC);
- d. Operations and maintenance (O&M); and
- e. Asset ownership;

of the required energy infrastructure using a Build-Operate-Own model for sites in Kenya, and South Sudan.

It is anticipated that each new solar photovoltaic (PV) system will be installed in combination with storage/batteries and/or residual diesel generation, with an estimated total solar PV capacity of around 500kWp. All sites will include diesel backup.

The RFP(s) will include energy audits and functional specifications for each site.

Firm qualification criteria apply.

The technical minimum requirements that must be met by interested companies/consortia are detailed in **Annex A**.

Interested companies/consortia are requested to complete the corresponding table in order to confirm they satisfy each requirement by responding 'yes' or 'no' in the dedicated column next to each item. The table shall be dated, signed, and submitted along with the other information and documents listed in Section 9.2 below.

Provided that the minimum mandatory requirements as per this EOI are met, a maximum of twelve (12) companies/consortia will be pre-qualified and invited to submit offers during RFP stage.

If a company/consortium is successful in its bid at RFP stage, the contract for all the sites included in an RFP will be awarded to this successful bidder. UNHCR may, at its discretion, decide to issue more than one RFP covering the sites (rather than a single RFP). In this scenario, the expectation remains that for each RFP, all bidders must bid on all the sites included within an RFP as issued, but different bidders may win the different RFPs based on the established technical and financial criteria.

8. Evaluation

UNHCR will first determine the completeness of the submission.

In line with Section 7 above, UNHCR will then verify that the company/consortium meets the minimum requirements of the EOI.

The experience, expertise, capability, and financial resources of all compliant companies/consortia will then be assessed. An evaluation score will be determined through a weighted approach and a final ranking will be established.

The twelve (12) companies/consortia with the highest evaluation score will be pre-qualified for RFP stage.

For this evaluation, interested companies/consortia are requested to complete the evaluation form enclosed in **Annex B** in order to demonstrate that the company/consortium, or at least one member of the consortium, has a proven track record for each of the six (6) capabilities detailed in **Annex A**.

A maximum of six (6) reference projects is permissible if different projects demonstrate different capabilities, however, if the company/consortium, or at least one member of the consortium, has one reference project that demonstrates all six (6) capabilities then it is sufficient to provide details of that one reference project. For each reference project presented in the evaluation form, interested companies/consortia are requested to attach all necessary supporting documents to provide verifiable evidence of the said project's current status, and of the nature of the company/consortium members' involvement.

9. Instructions

9.1 Registration with UNHCR and WFP

If not already registered with UNHCR and/ or WFP as vendors, companies/consortia that prequalify through this EOI will be requested to complete the UNHCR and/ or WFP vendor registration form as part of their bid submission.

IMPORTANT

Only the companies pre-qualified through this EOI, meeting UNHCR registration criteria and whose services have been approved by UNHCR will be invited to participate in the RFP.

9.2 Content of submission

Interested companies/consortia should submit the following pre-qualification documents as part of their EOI submission:

1. Company/consortium profile of maximum four (4) pages³ including:
 - a. Brief company/consortium members history
 - b. Structure of ownership/shareholding and details of parent company if the applicant is part of a group of companies
2. Audited financial statements of the company/lead company for the last three (3) complete fiscal years
 - a. For a company, financial statements of parent company may be included if the parent company will guarantee the obligations of the applicant
 - b. For a consortium, financial statements of parent company may be included if the parent company of the lead company will guarantee the obligations of the applicant
3. Duly filled and signed technical minimum requirements table enclosed in **Annex A**
4. Duly filled evaluation form enclosed in **Annex B**, including all necessary supporting documents, to provide evidence of the company's/consortium's, or at least one member of the consortium's, relevant involvement in a solar PV project in combination with storage and diesel back-up, demonstrating the company's/consortium's, or at least one member of the consortium's, relevant capability in

³ The description of the consortium profile should be synthesized within the prescribed maximum of four (4) pages. If it's absolutely required, it is possible to include selected annexes to ensure all requested information is provided for each consortium member. If any, such annexes should be clearly referenced in the four (4) page summary and strictly relevant to the information requirements. Additional details on company structure, ownership, and key management should be provided in Annex C (the Vendor Registration Form), which is required to be completed by every member of the consortium.

- a. Project development/design
- b. Financing (raising project finance or securing debt financing, etc)
- c. EPC
- d. O&M
- e. Asset management
- f. Capacity to operate in remote locations and off grid settings

If a bidder does not have one project that meets all these criteria but can meet these criteria with a combination of multiple reference projects, this will be sufficient to qualify the bidder, provided that each project is a solar PV project in combination with storage and diesel back-up.

Examples of acceptable supporting documents include completion documents; letter of award; cover, preamble, and signature pages of financing documents, PPAs, EPC/O&M contracts, or other key project agreements. Projects for which appropriate supporting documents are not provided will not be taken into consideration to determine the company/consortium's evaluation score

- 5. Duly filled and signed UNHCR vendor registration form enclosed in **Annex C⁴** and associated supporting documents (if not already registered with UNHCR as a vendor)

Interested consortia are requested to provide the following additional information:

- 6. Letter of association signed among the consortium members

Prices or commercial offers are not required at this stage.

UNHCR reserves the right to verify all information submitted by the company/consortium.

All documentation is to be returned in the format indicated. Any alternative form of the required Annex's will be deemed non-compliant and not evaluated.

IMPORTANT

Only the companies pre-qualified through this EOI will be invited to participate in the RFP.

9.3 Request for clarifications

Interested companies/consortia are required to submit any request for clarification in respect of this EOI by email to Arpad Hercsik, Senior Procurement Associate at hercsik@unhcr.org and to copy the address HQQuery@unhcr.org on all correspondence.

UNHCR plans to reply to questions shortly after they are received. All the clarification questions and answers will be disclosed and publicly available on the UNGM and UNHCR websites.

IMPORTANT

Please note that EOI submissions are **not** to be sent to the email addresses above.

The deadline for receipt of questions is 23:59 hrs Geneva time on 24 November 2022.

⁴ Annex C is required to be completed by every member of the consortium.

9.4 Submission of EOI

The EOI should be submitted by file (**only in PDF**) upload to eTenderBox, the online bid registration tool of UNHCR.

The eTenderBox can be accessed via the following URL: <https://etenderbox.unhcr.org>

In order to use the eTenderBox, registration on the website is required. This registration is exclusively for eTenderBox and does not replace UNHCR vendor registration, in line with Section 9.1 above.

A company/consortium should have only one registered email account in the system and use only one eTenderBox account for managing its offers to UNHCR.

In case of forgotten password, the user will no longer be able to use its account, and a new registration is required. Registration Guide and User Manual are available at the above URL.

Uploaded files can be amended by the company/consortium while the EOI is open. The selected files for upload are submitted when the 'Save & Submit' button is clicked on. Therefore, this button must be clicked before the deadline expires. If that's done, the selected files will be submitted and uploaded successfully even if the deadline expires during the file upload. It is the company/consortium's responsibility to ensure that all required files are submitted by the EOI expiration date.

Once the deadline for submission has expired, the EOI will be automatically closed. After that, the uploaded files can be viewed but options for additional uploads or deletion of previously uploaded files are no longer available. To ensure safe and complete submission, it is recommended to have all files uploaded well before the EOI deadline.

IMPORTANT

Please note that the deadline displayed on eTenderBox is always adjusted to the user's local time zone. Therefore, no further time difference calculation is needed in order to confirm the deadline of this EOI. Please always consider the above before submitting your offer and ensure that all documents are uploaded and submitted well before the EOI deadline.

This EOI does not constitute a solicitation.

UNHCR reserves the right to change or cancel the requirements of this EOI at any time during or after the EOI, and to require compliance with additional conditions as and when issuing a formal solicitation.

Submitting a reply to this EOI does not guarantee participation in any RFP when issued.

The cost of responding to this EOI shall be entirely borne by the interested companies/consortia, regardless of the results of this pre-qualification stage and any subsequent invitation to participate in an RFP.

Closing date and time for receipt of EOI: 5 December 2022 23:59 hrs Geneva Time

10. Additional contract information

An RFP will include a Service Agreement which will detail the responsibilities and obligations of both Buyer and Seller, set out the allocation of risk between the parties in line with industry norms including the credit enhancement and risk mitigation offered by the Green Financing Facility, and give protection to the Buyer from material changes in ownership or control of the Seller.

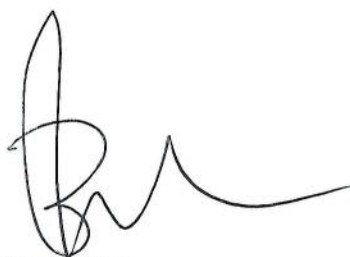
To prevent any conflict with UNHCR's core mandate and policies, the Agreement will seek to minimize deviations from UNHCR's established procurement rules. Interested companies/consortia shall expect the Agreement to include *inter alia* provisions related to the following matters:

- Privileges and Immunities: Nothing in or relating to the contract shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs or of UNHCR (as a subsidiary organ of the United Nations).
- Arbitration: Any dispute, controversy, or claim between the parties arising out of the contract or the breach, termination, or invalidity thereof, will be subject to binding arbitration in accordance with the UNCITRAL arbitration rules then obtaining. The parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such dispute, controversy, or claim.
- Project rights: The company/consortium will maintain control of the projects at least until commissioning of all the projects. After commissioning, ownership may be changed subject to UNHCR's and other approvals as per applicable regulation.⁵

11. Annexes

Annex A – Technical minimum requirements

Annex B – Evaluation form



Signature

Fabrizio Bertora
Chief of Section, HQ Procurement
Division of Emergency, Security and Supply
UNHCR

⁵ The company/ consortium that is selected through an RFP will be expected to effectively remain the majority owner/ shareholder from bid award to commissioning of the project.