**Terms of Reference**

Engaging firm for the installation of Renewable Energy (Solar Power) System at the United Nations Entity For Gender Equality and Empowerment of Women(UN Women) Office Islamabad

**Background**

UN Women, grounded in the vision of equality enshrined in the Charter of the United Nations, works for

the elimination of discrimination against women and girls; the empowerment of women; and the

achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security.

Following the United Nation’s global agenda to reduce carbon footprint and look at options of using clean renewable energy, UN Women Pakistan has decided to install solar system at its new under construction office building.

**Moving forward**

UN Women requires the services of a well reputed firm who has the expertise to install a reliable solar system and provide after sales service. Overall objectives of the project will be: -

* To Install 50 KVA solar system comprising of 545 KW panel each
* Installation of Inverter (On Grid – 3 Phase)
* System Protection
* AC cable
* Accessories

**Note: - Structure for the Solar plates will be provided at site**

**COMMUNICATION AND REPORTING OBLIGATIONS:**

The Administrative Assistant at the UN Women CO Islamabad will be the point of contact for the vendor

**SUBMISSION OF APPLICATION:**

Submission package should include:

• Company profile

• Company registration (Only firms/companies registered in Pakistan are eligible to apply)

• license to work(if applicable)

* Complete details of the equipment being provided

• CVs for the team members especially Key Personnel

• Names of three former clients for reference checks

• 3 – 5 samples of previous work including the value of projects performed for the last 5 years with

similar nature and complexity

• **Financial Proposal** which shall be quoted in Pakistan Rupees to be submitted

**EVALUATION METHOD AND CRITERIA:**

Proposal/Quotations will be evaluated based on UN Women **Lowest-Price Technically Compliant**

**methodology**. The contract will be awarded to the service provider who meets the requirements and

provides the lowest price.