



## Pre-Bid Meeting



# RFP - Consultancy Services For Enhancing Batteries' Supply Chain for Electric vehicles, Solar PVs, and Energy Storage Systems (Vietnam) RFP/2024/52913

**2 August 2024 at 2 pm. Vietnam Time**



## ABOUT US

A multi-donor partnership of government and philanthropic funders, working to **accelerate sustainable energy transition** in Southeast Asia, in line with the Paris Agreement and Sustainable Development Goals.

ETP delivers **technical assistance** to empower its partner countries in their transition towards an energy system that simultaneously ensures environmental sustainability, economic growth, and energy security.

## ABOUT US

## FUNDING GOVERNMENTS AND PHILANTHROPIES



Environment and  
Climate Change Canada  
Environnement et  
Changement climatique Canada



## FUND MANAGER



# 1

## PROJECT DETAIL



# Project Background

- ❖ The Power Development Plan (PDP) VIII highlights the priority of developing localised supply chains in Viet Nam to facilitate the energy transition while concurrently improving the economy.
- ❖ Recognising this imperative and Viet Nam's abundant mineral reserves and production capabilities as crucial assets for the energy transition, this project strategically concentrates on innovating the upstream and downstream batteries' supply chains to support the development and integration of key distributed energy resources (DERs), including electric vehicles (EVs), photovoltaics (PVs), and electrical storage systems (ESSs), ensuring their effective contribution to the energy landscape in Viet Nam.

# Objectives

- i. To comprehensively analyse and evaluate the key actors and development partners involved in the batteries' supply chain globally and in Viet Nam;
- ii. To evaluate the Viet Nam's existing battery supply chain in the context of developing and integrating EVs, solar PVs, and BESS and assess its readiness level towards national plans' target and MPI's target;
- iii. To conduct an environmental and social impact assessment of the battery's supply chain;
- iv. To identify factors and knowledge gaps crucial to the successful implementation of the upstream and downstream supply chain of batteries for EV and solar PV market development;
- v. To provide guidance and implementation plan for relevant stakeholders, including governmental entities, industry associations, private sector, and so on;
- vi. To develop a comprehensive roadmap and recommendation for future policies and regulations to address the impediments and to create an implementation plan that will integrate upstream and downstream supply chain of batteries to support the development and integration of EV, and solar PVs.
- vii. To assist stakeholders in gauging financial and operational viability, developing strategies to adapt to the changing market, and exploring opportunities to accelerate energy transition through battery, EV, and solar PV ecosystem development.

# Main Outputs

1. **A literature review of global batteries' supply chain** to pinpoint best practices for Viet Nam and potential strategic partners for diversifying the supply chain
2. **A comprehensive understanding of the supply chain of batteries, EVs, solar PVs, and other related industries to justify and drive investments;**
3. **An Environmental and Social Impact Assessment (ESIA)** related to the supply chain of batteries, and proposed solutions for social and environmental challenges encountered along the supply chain.
4. **A comprehensive roadmap and guide** to support the potential investors, stakeholders, and the government in accelerating energy transition through batteries for EV, solar PV ecosystem development

# Project deliverables (1)

Payment	Deliverables	Target delivery and payment date	% of Payment
1	<b>D. 1 - Inception Report</b>	Month 1	15
2	<b>D. 2 - Inception workshop* and workshop report to be submitted after each workshop</b>	Month 1 (D.2. will be paid with together with D.1.)	5
3	<b>D.3 - Phase 1 Report:</b> A review of global batteries' supply chain	Month 3	15
4	<b>D. 4 - Phase 2 Report:</b> A comprehensive understanding of the supply chain of batteries, EVs, solar PVs, and other RE power plants to justify and drive investments	Month 5	20



## Project deliverables (2)

5	<b>D. 5 - Phase 3 Report:</b> Environmental and Social Impact Assessment (ESIA) Report	Month 8	15
6	<b>D.6 - Phase 4 Report:</b> A Guide and Implementation Plan for Battery Supply Chain Optimisation	Month 12	15
7	<b>D.7 - Final workshop* and workshop report to be submitted after the workshop</b>	Month 15	5
8	<b>D.8 - Final report:</b> Roadmap for Integrated Planning	Month 15 (D.8. will be paid with together with D.7.)	10
<b>Contract Monitoring Requirement</b>	<b>Monthly Progress Report</b>	Monthly submission	N/A

## EVALUATION CRITERIA

# Selection Criteria

1. Eligibility and Formal Criteria (Pass/Fail)
2. Qualification Criteria (Pass/Fail)
3. Technical Criteria (Numeric Score)
4. Financial Criteria (Numeric Score)

# 1. Eligibility and Formal Criteria

- 1) Offeror is eligible as defined in Instructions to Offerors, Article 4. In case of Joint Ventures (JV), all JV members should fulfill this requirement.
- 2) Completeness of the Proposal. All required Questionnaires (if any), Returnable Bidding Forms, and other documentation requested under the Document Checklist section have been provided and are complete.
- 3) Offeror accepts UNOPS General Conditions of Contract as specified in Section IV: Contract Forms.

## 2. Qualification Criteria

- 1) The company should have a minimum of five (5) years of continuous experience with at least 02 similar contracts/projects within the related sector. Relevant experience considered as the following:
  - Experience in battery technologies, electric vehicle systems, solar PV integration, and supply chain management, in Viet Nam preferably
  - Extensive knowledge in renewable energy supply chain policies and regulatory institutional advisory, in Viet Nam preferably
  - Proven experience in working with and providing advisory services and capacity building for private sectors and ministries, in Viet Nam preferably
  - The entity/ JV must have in-country presence in Viet Nam
  - The entity's experience working with government agencies/ multilateral organizations/ UN organizations will be an asset

In the case of JV, at least one of the JV members should fulfill this criteria

## 2. Qualification Criteria (cont.)

- 2) Offeror must provide a minimum of two (2) customer references (including name, email address, and phone number of the focal point) within any of the last 5 years. In case of JV, at least one reference from each JV member should be submitted. UNOPS may contact the customer reference when the bidder is awarded the contract.

“At least 1 reference per each JV member”

## 2. Qualification Criteria (cont.)

### 3) Financial Capacity/financial stability:

- Bidder should have a minimum annual turnover (Gross Revenue) of 500,000 USD in any of the past 2 years. Or the bidder has access to a line of credit or bank overdraft or other financial means to meet a working capital of 500,000 USD.
- Bidder's Liquidity / Quick Ratio should be a minimum 1, in any of the past 2 years. (current asset/current liabilities)

In the case of JV, annual turnover is calculated based on the total annual turnover of the JV members. And at least one of the JV members should have 1 liquidity/quick ratio in any of the past 2 years.

### 3. Technical Criteria

Part 1: Offeror's Qualification, Capacity and Expertise	20 points
Part 2: Proposed Methodology, Approach and Implementation Plan	35 points
Part 3: Key Personnel Proposed and Sustainability Criteria	25 points
<b>Total Technical Proposal Points</b>	<b>80 points</b>

- The maximum number of points that a bidder may obtain for the Technical proposal is **80**.
- To be technically compliant, Bidders must obtain **a minimum of 56 points**
- ***Minimum pass score: 70% of maximum 80 points = 56 points***



### 3. Technical Criteria

Part 1: Offeror's Qualification, Capacity and Expertise		20 points
1.1	<p>Brief description of the organization, including the year and country of incorporation, and types of activities undertaken, including the relevance of specialized knowledge and experience on similar engagements done in the past.</p> <ul style="list-style-type: none"><li>- The entity should demonstrate extensive experience of researching and working on the subject matters (6 points)</li><li>- Demonstrates extensive experience on the subject matters in Viet Nam (7 points)</li><li>- Demonstrates an ability to engage locally for stakeholder engagement, information gathering, and information dissemination (4 points)</li></ul>	17
1.2	<p>General organizational capability which is likely to affect implementation: management structure, and project management controls and extent to which any part would be subcontracted. In case of JV, there should be a clear designation of roles and responsibilities between the JV members.</p>	3

### 3. Technical Criteria (cont.)

Part 2: Proposed Methodology, Approach and Implementation Plan		35 points
2.1	Description of the Offeror's approach including risk(s), mitigation measure(s), and methodology for meeting or exceeding the requirements of the Terms of Reference	25
2.2	Quality Assurance Plan	5
2.3	Implementation Timeline	5
Part 3: Key Personnel Proposed and Sustainability Criteria		25 points
3.1	Qualifications of key personnel proposed aligned with the Terms of Reference	20
3.2	The bidder shall provide a clear statement, approach and methodology that demonstrates its commitment to support and mainstream gender equality and social inclusion through its operations and project implementation activities.	5
Total Technical Proposal Points		80 points

## 4. Financial Criteria

The maximum number of points that a bidder may obtain for the Financial Proposal is **20**. The maximum number of points will be allocated to the lowest evaluated price bid. All other prices will receive points in reverse proportion according to the following formula:

Points for the  
Financial Proposal  
of a bid being  
evaluated

$$= \frac{[\text{Maximum number of points for the Financial Proposal}] \times \{\text{Lowest price}\}}{[\text{Price of proposal being evaluated}]}$$

**Financial proposals will be evaluated following completion of the technical evaluation.**

The bidder with the lowest evaluated cost will be awarded (20) points. Financial proposals from other bidders will receive prorated points based on the relationship of the bidder's prices to that of the lowest evaluated cost.

# Cumulative Analysis

- 1) To select the contractor, a combination of **total Technical + total Financial Score** will be used
- 2) The weight of technical : financial offer is **80:20**

# Sample of Cumulative Analysis

	Offeror 1	Offeror 2	Offeror 3	Offeror 4	Offeror 5	Offeror 6
Eligibility and Formal criteria	Pass	Pass	Pass	Pass	Pass	Pass
Qualification criteria	Pass	Pass	Pass	Pass	Pass	Fail
Technical score	60	60	65	66	55	The offeror 6 is not eligible to move to the next evaluation stage.
Total offered rate (USD)	20,000	25,000	25,000	30,000	Technical score of the offeror 5 is less than minimum 70% of 80 points (56 points). Hence, the offeror 5 is not eligible to move to the next evaluation stage.	
Financial score	20	16	16	13.33		
Accumulative score	80	76	81	79.33		
Award rank	2	4	1	3		

# 3

## PROCUREMENT TIMELINE



# Procurement Timeline



# 4

## RETURNABLE BIDDING FORMS





# Returnable Bidding Forms

Please refer to the **RFP\_Section\_III\_Returnable Bidding Forms**

- Corporate Registration Certificate
- Corporate Financial Statement
- Form A: Joint Venture Partner Information Form (optional)
- Form B: Proposal Submission Form
- Form C: Financial Proposal Form
- Form D: Technical Proposal Form
- Form E: Format for Resume of Proposed Key Personnel
- Form F: Performance Statement Form
- Annex 1: Detailed Personnel Proposed
- DRiVE Supplier Sustainability Questionnaire (online questionnaire)

# 5

## COMMON BIDDING ISSUES



# Common Issues in Previous Bid Submissions

No.	Common Issue	Implication	Suggestion
1	<ol style="list-style-type: none"> <li>1. Bidder proposes personnel who are not meeting the education / experience requirements</li> <li>2. Bidders' CVs does not include complete information of the personnel's credentials and only listed the position and company they worked for</li> </ol>	<ol style="list-style-type: none"> <li>1. Bidder's technical score will be impacted</li> <li>2. Evaluation panel are not able to verify if the personnel meets the requirements</li> </ol>	<ol style="list-style-type: none"> <li>1. Bidders are encouraged to double check the personnel's CVs and their requirements</li> <li>2. Bidders are requested to complete <i>Annex 1- Detailed Personnel Proposed</i></li> </ol>
2	Bidder overestimated the personnel allocation, resulting in financial proposal being extremely higher than the estimate / available funds	The financial proposal is not as competitive, and might result in the proposal not being selected despite the strong technical component	<ol style="list-style-type: none"> <li>1. Bidders are suggested to propose personnel aligned with the Terms of Reference. 1-3 additional personnel might be added, but adding significant number of additional personnel tend to inflate the proposal significantly, making it much higher than it could be</li> <li>2. UNOPS always announces the winner of the bid, as well as the contract value. Bidders are encouraged to check this information to understand how their financial proposal compares with the winning bid</li> </ol>
3	Bidder discloses their financial offer in the technical proposal	The bid will be disqualified	Please only mention your financial offer in <i>Form C: Financial Proposal Form</i>

# Common Issues in Previous Proposal Submissions

No.	Common Issue	Implication	Suggestion
4	Bidder does not elaborate on their relevant experiences	This impacts their technical score on understanding of local context	An in-depth details of the past experience should be provided, for example, scope of works, client name, project results & impacts, etc. This information should be indicated in Returnable <b>Form F: Performance statement form</b>
5	Bidder provides a general methodology, and sometimes, copies and pastes from the tender document	This impacts their technical/ methodology score	Bidder should provide a detailed methodology specifically tailored for this project to demonstrate their capability/capacity to deliver the services.
6	Bidder does not accept UNOPS General Conditions of Contract, or Added Additional Conditions or Special Conditions of Contract	The bid will be disqualified	Please ensure that you review the detailed UNOPS Conditions of Contract and complete your internal clearance to confirm you accept the Conditions of Contract as it is.



**Q&A**

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