

SECTION II: EVALUATION METHOD AND CRITERIA

Proposals submitted in response to this RFP shall be evaluated following the cumulative analysis methodology, which consists of the following steps:

- 1. Preliminary screening of proposals using formal and eligibility criteria:** This includes an assessment of whether proposals comply with the formal and eligibility criteria stated in the “Formal and Eligibility Criteria” table below. All proposals substantially compliant at this stage will go through subsequent evaluation as follows.
- 2. Technical evaluation using qualification criteria:** This determines which proposals are substantially compliant to the qualification criteria stated in the “Qualification Criteria” table below, and rejects non-compliant proposals. Only proposals meeting or exceeding the qualification criteria shall be considered substantially compliant.
- 3. Technical evaluation using technical criteria:** This determines the technical points achieved by each proposal, as per maximum points assigned per criteria group included in the “Parts of the Technical Proposal Evaluation” table below. Only proposals that meet the minimum threshold indicated in the “Technical Criteria” table below shall be considered substantially compliant. Evaluation of the technical proposals shall be completed prior to the opening and comparison of the financial proposals.
- 4. Financial evaluation:** Financial proposals will only be opened for the proposals that have achieved the minimum threshold for substantial compliance of technical evaluation. Proposals achieving above the minimum threshold in technical evaluation shall be checked for any arithmetic errors following Article 28 [*Minor Informalities, Errors or Omissions*]. Schedule 4.1 A [*Breakdown of the Fees and Reimbursable cost*] shall be used for the financial evaluation. Schedule 4.1.B [*Daily Rate Schedule*] will not be used for the financial evaluation but will inform the assessment of reasonableness of cost. The maximum number of points is stated below and will be allocated to the lowest price financial proposal. Financial proposals from other offerors will receive points in reverse proportion according to the following formula:

Points for the financial proposal being evaluated =

[Maximum number of points for the financial proposal] x [lowest price]

[Price of proposal being evaluated]

- 5. Combined analysis:** This evaluation will be conducted based on the cumulative analysis, analyzing all relevant costs, risks and benefits of each proposal which could be throughout the whole life cycle of the works for which the Services will be required and in the context of the Project as a whole. The cumulative analysis includes the scores from the technical and financial evaluation with a predefined weighting. The proposal obtaining the overall highest score after adding the score of the technical and the financial proposals, is thus the most responsive to the needs of UNOPS in terms of value for money, and will be recommended for award.
- 6. Background check/due diligence:** After completion of the evaluation but prior to the award, UNOPS shall conduct background checks/due diligence on the offeror recommended for award, to confirm that the offeror meets the criteria set forth in this RFP or as appropriate to the nature of the procurement process. UNOPS may reject an offeror’s proposal on the basis of the findings. Offerors shall permit UNOPS representatives to access their facilities at any reasonable time to inspect the offeror’s premises, equipment, tools and/or systems, Plant or Materials.

The maximum number of points which an offeror may obtain for its proposal is as follows:

- Technical proposal = **70% points**

- Financial proposal = **30% points**

The weighting of the technical and financial proposals will be **60%** (technical proposal percentage – financial proposal percentage).

At any time during the evaluation process, UNOPS may request clarification or further information in writing from offerors. The offeror's responses shall not contain any changes regarding the substance, including the technical and financial part of their proposal. UNOPS may use such information to interpret and evaluate the relevant proposal.

UNOPS evaluation of a proposal shall take into account the evaluation criteria described in the following tables.

1. FORMAL AND ELIGIBILITY CRITERIA	
Criteria evaluated on a pass/fail basis during the preliminary screening	Documents to establish compliance with the criteria
1. The offeror is eligible as defined in Section I: Instructions to Offerors , Article 4 [<i>Offeror Eligibility</i>].	<ul style="list-style-type: none"> • Schedule 0.1 [<i>Proposal Submission Declaration</i>] • Schedule 0.2 [<i>Offeror's Information</i>] • Schedule 0.3 [<i>Joint Venture Partner Information</i>], all documents as required in the Schedule, in the event that the proposal is submitted by a Joint Venture. • UNGM suppliers ineligibility lists
2. The proposal is complete, i.e., all documents and technical documentation requested in Section I: Instructions to Offerors , Article 11 [<i>Content of Proposal Submissions</i>] have been provided and are complete.	<ul style="list-style-type: none"> • All documentation as requested under Section I: Instructions to Offerors, Article 11 [<i>Content of Proposal Submissions</i>]
3. The offeror accepts conditions of the Contract as specified in Section III: Conditions of Contract .	<ul style="list-style-type: none"> • Schedule 0.1 [<i>Proposal Submission Declaration</i>]
4. A proposal Security is provided	<ul style="list-style-type: none"> • Schedule 0.8 [<i>Form for Proposal Security</i>] <p>NOT APPLICABLE</p>
5. Offeror has read and accepts UNOPS Minimum Health and Safety Requirements for Contractors	<ul style="list-style-type: none"> • HS Acknowledgement Form

2. QUALIFICATION CRITERIA

Criteria evaluated on a pass/fail basis during the technical evaluation	Documents to establish compliance with the criteria
1. Financial capability 1-A LIQUIDITY - The offeror has sufficient liquidity, demonstrated by the ratio of “average current assets / current liabilities” for a minimum of two (2) years within the last [five (5) years] which must be equal to or greater than one (1) or the offeror has demonstrated access to a line of credit or bank overdraft or other financial means to meet a working capital/cash flow requirement of USD 200,000 (should the offeror be selected). 1-B DEBT RATIO - Average debt ratio for the last two (2) years shall be equal to or less than 0.8.	<ul style="list-style-type: none"> • Copy of two (2) audited financial statements within the last five (5) years. (2019 to 2023) • A letter from a financial institution/bank confirming access to a line of credit or other financial means
2. Financial capability The offeror has an annual average turnover of minimum USD 1,000,000 in any two years within the last [five (5)] years.	<ul style="list-style-type: none"> • Copy of two (2) audited financial statements within the last five (5) years. (2019 to 2023)
3. The offeror has been in continuous business during the last five (5) years.	<ul style="list-style-type: none"> • Certification of incorporation of the offeror.
4. The offeror shall have completed a minimum three (3) hybrid micro-grid project with energy storage systems, diesel generator and solar PV plant integrated using the same technology proposed in this bid of minimum 50 kW of peak installed power generation capacity.	<ul style="list-style-type: none"> • Schedule 0.4 [<i>Capacity and Experience</i>] • Schedule 0.7 [<i>Performance Statement</i>]
The offeror has the registration under the category/grade [REDACTED] in the body that governs and regulates the engineering, consulting and/or construction industry in the Country.	<ul style="list-style-type: none"> • Certification of registration (NON APPLICABLE)
Multiple contracts {If RFP includes lots, insert criteria to evaluate multiple lots}	<ul style="list-style-type: none"> • N/A
5. The project completion (system installed and fully functional) shall be done within seven (7) months after project signature (included the design)	<ul style="list-style-type: none"> • 4.2 Programme in the Returnable Schedules

<p>6. The offeror demonstrates commitment to sustainability - offeror must provide for itself and its manufacturer evidence of commitment to sustainability (Documentation confirming the presence of a valid Environmental Management System such as ISO 14001, ISO 9001 or equivalent or a copy of the organization's sustainability policy)</p>	<ul style="list-style-type: none"> • ISO 14001 Certificate, ISO 9001 or a copy of the organization's sustainability policy or equivalent
<p>7. SOLAR - The offeror has submitted the detailed description of the system containing information about the Installation of the solar photovoltaic system which meets the quantity defined (108 kWp solar configuration, which includes an additional 60 kWp to augment the existing 48 kWp installed) and the minimum requirements specified in Chapter 5.3 of the Scope of Work and in Annex I: Technical requirements</p>	<ul style="list-style-type: none"> • Report on system design • DIS - HSAJ site photos • SECTION VII - Scope of work - Hybrid electrical system HSAJ .docx (1)
<p>8. BATTERY - The offeror has submitted the detailed description of the system containing information about the Installation of the battery energy storage system which meets the quantity defined (10 sets of batteries totaling 150 kWh) and the minimum requirements specified in Chapter 5.3 of the Scope of Work and in Annex I: Technical requirements</p>	<ul style="list-style-type: none"> • Report on system design • DIS - HSAJ site photos • SECTION VII - Scope of work - Hybrid electrical system HSAJ
<p>9. INSTALLATION AND INTEGRATION - The offeror has submitted the detailed description of the system containing information about the Installation and integration of the microgrid controls, DER controls, load controls, single line diagrams, monitoring and interfaces which meets minimum requirements specified in Chapter 5.3 of the Scope of Work and in Annex I: Technical requirements</p>	<ul style="list-style-type: none"> • Report on system design
<p>10. INTERCONNECTION, TEST AND COMMISSIONING - The offeror has submitted the detailed description of the system containing information about the Interconnection, test and commissioning of microgrid which meets minimum requirements specified in Chapter 5.3 of the Scope of Work and in Annex I: Technical requirements</p>	<ul style="list-style-type: none"> • Report on system design

11. PROTECTION - The offeror has submitted the detailed description of the system containing information about the Protection of the area of installation from the unauthorized access which meets minimum requirements specified in Chapter 5.3 of the Scope of Work and in Annex I: Technical requirements	<ul style="list-style-type: none"> Report on system design
12. MAINTENANCE SERVICE PLAN - The offeror has submitted the detailed description of the system containing information about the Plan for the 1-year free maintenance service and confirmed the ability to resolve any failure or issues within 2 weeks which meets minimum requirements specified in Chapter 5.3 of the Scope of Work and in Annex I: Technical requirements	<ul style="list-style-type: none"> Report on system design
13. WARRANTY - Product Warranty on all system components provided by the manufacturer :` <div> <div>PV Modules</div> <div>15 years</div> </div> <div> <div>PV Modules Mounting</div> <div>10 years</div> </div> <div> <div>Power Electronics</div> <div>5 years</div> </div> <div> <div>Battery</div> <div>5 years</div> </div> <div> <div>Online Monitoring System</div> <div>3 years</div> </div> <div> <div>Generator</div> <div>3 years</div> </div> <div> <div>Smart Power Management</div> <div>3 years</div> </div> <div> <div>Electrical distribution network</div> <div>10 years</div> </div>	<ul style="list-style-type: none"> Report on system design
14. The offeror understands and has submitted the detailed description of the system distribution as stipulated in document Section VIII and meets the minimum requirements of the technical specifications.	<ul style="list-style-type: none"> Section VIII - Technical specifications - Distribution system HSAJ (To be filled out) DIS - Cables DIS - Electrical designs Jeremie DIS - HSAJ site photos DIS - Pipings & Devices DIS - Technical specifications - Distribution system HSAJ
Delivery Requirements: a) DAP, Unloaded, (Incoterms 2010) Delivery to GRAND ANSE, Jeremie, HAITI	

3. TECHNICAL CRITERIA

Criteria evaluated based on a cumulative analysis methodology during the technical evaluation

Documents to establish compliance with the criteria

The maximum number of technical points is detailed in the below technical proposal evaluation parts.

To be substantially compliant, offerors must obtain a minimum threshold of **70%** of total points.

In Section VI: Returnable Schedules:

- All schedules under Schedule 4 [*Contract Schedules from the Offeror*] except Schedule 4.1.A [*Breakdown of the Fees and Reimbursable cost*], Schedule 4.1.B [*Daily Rate Schedule*] and any other price-related documents
- Schedule 0.4 [*Capacity and Experience*]
- Schedule 0.5 [*Format for Resume of Proposed Key Personnel*]
- Schedule 0.6 [*Statement of Exclusivity and Availability*]
- Schedule 0.7 [*Performance Statement*]
- Schedule 0.10 [*Dispute Details*]
- Schedule 0.14 Acknowledgement Form HHSE
- Schedule 4.2 [*Programme*]
- Schedule 4.3 [*Method Statement*]
- Schedule 4.4 [*Key Personnel*]
- Schedule 4.5 [*Organizational Structure*]
- Schedule 4.6 [*Sub-consultants*]
- Schedule 4.7 [*Consultant's Equipment and Machinery*]
- Schedule 4.8 [*Insurance Details and Insurances*]

Parts of the Technical Proposal Evaluation: Number and description		Obtainable points
PART A		
1.	Offeror's capacity and expertise	6
2.	Proposed methodology, approach and implementation plan	12
3.	Key personnel proposed	5
4.	System Performance	34
5.	Warranty	5
6.	Certifications	3
Total Technical Proposal points (Part A)		65
PART B		
7.	Oral presentations	5
Total Technical Proposal points (Part B)		5
Total Technical Proposal points (Part A + B)		70

Part 1: Offeror's capacity and expertise

No.	Criteria evaluated based on a cumulative analysis methodology during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)	Points
1.1	The offeror shall have completed minimum TEN (10) hybrid micro-grid projects with energy storage systems, diesel generator and solar PV plant integrated using the same technology proposed in this bid of minimum 50 kW of peak installed power generation capacity - provide detailed reference document of the project(s)	<ul style="list-style-type: none"> • Schedule 0.4 [<i>Capacity and Experience</i>] • Schedule 0.7 [<i>Performance Statement</i>] 	6
1.2	The offeror shall have completed minimum EIGHT (8) hybrid micro-grid projects with energy storage systems, diesel generator and solar PV plant integrated using the same technology proposed in this bid of minimum 50 kW of peak installed power generation capacity - provide detailed reference document of the project(s)	<ul style="list-style-type: none"> • Schedule 0.4 [<i>Capacity and Experience</i>] • Schedule 0.7 [<i>Performance Statement</i>] 	5
1.3	The offeror shall have completed minimum FIVE (5) hybrid micro-grid projects with energy storage systems, diesel generator and solar PV plant integrated using the same technology proposed in this bid of minimum 50 kW of peak installed power generation capacity - provide detailed reference document of the project(s)	<ul style="list-style-type: none"> • Schedule 0.4 [<i>Capacity and Experience</i>] • Schedule 0.7 [<i>Performance Statement</i>] 	4
1.4	The offeror shall have completed minimum THREE (3) hybrid micro-grid projects with energy storage systems, diesel generator and solar PV plant integrated using the same technology proposed in this bid of minimum 50 kW of peak installed power generation capacity - provide detailed reference document of the project(s)	<ul style="list-style-type: none"> • Schedule 0.4 [<i>Capacity and Experience</i>] • Schedule 0.7 [<i>Performance Statement</i>] 	2
1.5	The offeror shall have completed minimum TWO (2) AND BELOW hybrid micro-grid projects with energy storage systems, diesel generator and solar PV plant integrated using the same technology proposed in this bid of minimum 50 kW of peak installed power generation capacity - provide detailed reference document of the project(s)	<ul style="list-style-type: none"> • Schedule 0.4 [<i>Capacity and Experience</i>] • Schedule 0.7 [<i>Performance Statement</i>] 	0
Total points for Part 1			6

Part 2: Proposed methodology, approach and implementation plan

No	Criteria evaluated based on a cumulative analysis methodology during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)	Points
2.1	Detailed project timeline detailing all major tasks with start/end dates including acceptance tests and field measurements etc. (gantt chart or similar with detailed explanation of risks and milestones + alternative decision points)	<ul style="list-style-type: none"> Schedule 4.3 [Method Statement] Schedule 4.2 [Programme] 	3
2.2	Preliminary construction site plan with details of each individual task (including changes that may be needed after full site visit of winning offeror). Typical generic circuit plan (or variants of this) that may meet the hospital needs.	<ul style="list-style-type: none"> Schedule 4.3 [Method Statement] Schedule 4.2 [Programme] 	3
2.3.1	The project completion (system installed and fully functional) shall be done within TWO (2) months after the design approval for the retrofit and 2 months after design approval for the hybrid system	<ul style="list-style-type: none"> Schedule 4.3 [Method Statement] Schedule 4.2 [Programme] 	6
2.3.2	The project completion (system installed and fully functional) shall be done within THREE (3) months after the design approval for the retrofit and 3 months after design approval for the hybrid system	<ul style="list-style-type: none"> Schedule 4.3 [Method Statement] Schedule 4.2 [Programme] 	4
2.3.3	The project completion (system installed and fully functional) shall be done within FOUR (4) months after project signature for the retrofit and 4 months after design approval for the hybrid system	<ul style="list-style-type: none"> Schedule 4.3 [Method Statement] Schedule 4.2 [Programme] 	2
2.3.4	The project completion (system installed and fully functional) shall be done within FIVE (5) months after project signature for the retrofit and 5 months after design approval for the hybrid system	<ul style="list-style-type: none"> Schedule 4.3 [Method Statement] Schedule 4.2 [Programme] 	1
Note: The contractor should give a detailed description how it can achieve fast project completion (system installed and fully functional) within less than 5 months after project signature. Highest score = short installation time (e.g. 2 months) and credible argumentation how to achieve this, including explanation how the unknown detailed design of the target site can be quickly done without sacrificing quality. Lower score means either long installation time or weak argumentation on how to achieve fast installation.			
Total points for Part 2			12

Part 3: Key personnel proposed

No.	Criteria evaluated based on a cumulative analysis methodology during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)	Points
3.1	At least 1 employee assigned to the project with technical background and demonstrated experience in electrical systems (electrical engineer or technical diploma + min 5 years of relevant working experience)	<ul style="list-style-type: none"> Schedule 0.5 [<i>Format for Resume of Proposed Key Personnel</i>] Schedule 4.4 [<i>Key Personnel</i>] Schedule 4.5 [<i>Organizational Structure</i>] 	3
3.2	At least 1 employee assigned to the project with project management background and demonstrated experience in similar projects	<ul style="list-style-type: none"> Schedule 0.5 [<i>Format for Resume of Proposed Key Personnel</i>] Schedule 4.4 [<i>Key Personnel</i>] 	1
3.3	At least 1 employee designated to deliver the training with experience in similar projects with demonstrated operator training experience	<ul style="list-style-type: none"> Schedule 0.5 [<i>Format for Resume of Proposed Key Personnel</i>] Schedule 4.4 [<i>Key Personnel</i>] 	1
Total points for Part 3			5

Part 4: System Performance

No.	Criteria evaluated based on a cumulative analysis methodology during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)	Points
	The offeror has submitted the detailed system description of the overall quality of the proposed system answering the following details with sufficient depth and knowhow, reflecting international best practices		
4.1	1 Integration of the PV panels into the existing grid and in combination with additional PV purchased by the offeror	<ul style="list-style-type: none"> Schedule 4.3 [<i>Method Statement</i>] 	1
	2 How does the system design deals with different priorities of appliances in the hospital, and health services which may not be optimal, and both may change over time	<ul style="list-style-type: none"> Schedule 4.2 [<i>Programme</i>] 	1

	3	How does the system design address different generators dispatch strategies and different payment flows for energy		1
	4	What is the strategy to operate and maintain the renewable system after the 1 year free maintenance period		1
	5	How is the system protected against disasters		1
	6	How is the system protected against the theft or fires		1
	7	How will the system be dispatched		1
	8	What exactly will be measured and assessed after the award		1
	9	Which other risks and important system design issues does the offeror sees		1
4.2	1	PV Modules noticeably exceed the requirements as per Technical Requirements section in Schedule of requirements	• Schedule 4.3 [Method Statement]	2
	2	PV Modules match substantially the requirements as per Technical Requirements section in Schedule of requirements	• Schedule 4.2 [Programme]	1
4.3	1	PV Modules mounting noticeably exceed the requirements as per Technical Requirements section in Schedule of requirements	• Schedule 4.3 [Method Statement]	2
	2	PV Modules mounting match substantially the requirements as per Technical Requirements section in Schedule of requirements	• Schedule 4.2 [Programme]	1
4.4	1	Generator noticeably exceed the requirements as per Technical Requirements section in Schedule of requirements	• Schedule 4.3 [Method Statement]	4
	2	Generator match substantially the requirements as per Technical Requirements section in Schedule of requirements	• Schedule 4.2 [Programme]	2
4.5	1	Battery system noticeably exceed the requirements as per Technical Requirements section in Schedule of requirements	• Schedule 4.3 [Method Statement]	4
	2	Battery system match substantially the requirements as per Technical Requirements section in Schedule of requirements	• Schedule 4.2 [Programme]	2
4.6	1	Technical room noticeably exceed the requirements as per Technical Requirements section in Schedule of requirements	• Schedule 4.3 [Method Statement]	2
	2	Technical room match substantially the requirements as per Technical Requirements section in Schedule of requirements	• Schedule 4.2 [Programme]	1
4.7	1	Technical room noticeably exceed the requirements as per Technical Requirements section in Schedule of requirements	• Schedule 4.3 [Method Statement]	4
	2	Technical room match substantially the requirements as per Technical Requirements section in Schedule of requirements		2

			<ul style="list-style-type: none"> • Schedule 4.2 [Programme] 	
4.8	1	Online monitoring system noticeably exceed the requirements as per Technical Requirements section in Schedule of requirements	<ul style="list-style-type: none"> • Schedule 4.3 [Method Statement] 	2
	2	Online monitoring system match substantially the requirements as per Technical Requirements section in Schedule of requirements	<ul style="list-style-type: none"> • Schedule 4.2 [Programme] 	1
4.9	1	Smart power management system noticeably exceed the requirements as per Technical Requirements section in Schedule of requirements	<ul style="list-style-type: none"> • Schedule 4.3 [Method Statement] 	2
	2	Smart power management system match substantially the requirements as per Technical Requirements section in Schedule of requirements	<ul style="list-style-type: none"> • Schedule 4.2 [Programme] 	1
4.10		Submission of information and documentation about the energy storage (battery) and power conversion technology including data sheets and technical specifications	<ul style="list-style-type: none"> • Schedule 4.3 [Method Statement] • Schedule 4.2 [Programme] 	1
4.11		Energy storage (battery) system AC/AC overall efficiency shall be minimum 90%	<ul style="list-style-type: none"> • Schedule 4.3 [Method Statement] • Schedule 4.2 [Programme] 	2
Total points for Part 4				34

Part 5: Warranty

No.	Criteria evaluated based on a cumulative analysis methodology during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)	Points
5.1	1 Warranty of 15 years or higher on all system components provided by the vendor	• Schedule 4.3 [Method Statement]	5
	2 Warranty of 10 years on all system components provided by the vendor	• Schedule 4.3 [Method Statement]	3
	3 Warranty of 5 years on all system components provided by the vendor	• Schedule 4.3 [Method Statement]	1
Total points for Part 5			5

Part 6: Certifications

No.	Criteria evaluated based on a cumulative analysis methodology during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)	Points
6.1	UL 1741 Standard for interconnecting distributed resources with electric power systems (Inverters, Converters, Controllers and Interconnection System Equipment for Use with Distributed Energy Resources) (for PCS) or equivalent	• ISO 9001 Certificate	1
6.2	IEEE 1547 Standard for Interconnecting Distributed Resources with Electric Power Systems or equivalent	• ISO 9001 Certificate	1
6.3	IEC 62477 Safety requirements for power electronic converter systems and equipment or equivalent	• ISO 9001 Certificate	1
Total points for Part 6			3

Part 7: Oral presentations

No.	Criteria evaluated based on a cumulative analysis methodology during the technical evaluation	Points
7.1	<p>Oral presentation:</p> <p>Oral presentation. All offerors who presented substantially compliant proposals in evaluation sections 1 to 6 and reached 39 points i.e. 60% of 65 points will be required to make an oral presentation either in person or remotely, at the discretion of UNOPS. Information from the oral presentation will also be used as part of the technical evaluation process. UNOPS reserves the right to incorporate elements from oral presentations in the final contract. The oral presentation will not encompass price proposals.</p> <p>Oral Presentation Ground Rules:</p> <p>The selected offerors as specified above must make an oral presentation to the UNOPS evaluation panel and participate in a question and answer session. The purpose of the oral presentation and question and answer session is to validate the information provided by the offeror in their proposal and to test the offeror's understanding of the work that will be performed per the Schedule of requirement under the prospective contract, which will be a factor in the overall technical evaluation of the proposals. UNOPS may moreover request a demonstration of the products offered (e.g. software solutions, data management systems, travel booking platforms etc.). Each Offeror will be allowed 60 minutes to make their oral presentation.</p> <p>Presentation will begin approximately two (2) weeks after receipt of proposals. UNOPS will determine the date and time for each offeror's oral presentation. The UNOPS procurement official will notify offerors of the scheduled date and time, as well as the agenda for their presentation within 2 weeks of the receipt of proposals. At its sole discretion, UNOPS reserves the right to reschedule any offeror's presentation. Offerors must confirm their availability for that date should they be invited. The presentation must be made by one or more of the personnel whom the offeror will employ to manage or supervise contract performance. The proposed Senior Executive must be present and must, at a minimum, answer questions directed to him/her during the question and answer session. Offerors may not use consultants to make the oral presentation. The offeror should be prepared to answer detailed technical questions from UNOPS.</p> <p>During the presentation, interaction between the evaluation team and the offeror will be limited. The UNOPS procurement official will chair the meeting and ensure compliance with the ground rules. UNOPS will not inform offerors of their strengths, deficiencies or weaknesses during the presentation and UNOPS will not engage in bargaining during the presentations. The presentation does not constitute discussions or negotiations with offerors. UNOPS reserves the right to make video or audio recordings of oral presentations for its own internal use. These will not be released or made public except where required by law.</p>	5
Total points for Part 7		5

For Section 7 above, Offerors will receive some or all of the 5 points per the below allocation:

- 1) Preparing and delivering your company's presentation: 2 Points
- 2) Presenting a clear and understandable presentation about the pre-design proposed solution: 1 point
- 3) Appropriateness of the proposed solution to implement the hybrid system:: 1 point
- 4) Providing clear and concise responses to queries based on proposed solution: 1 point*

NB: If no queries asked of Bidder, this "1 point" will be granted and understood to mean that the presentation was clear enough not to warrant any queries.

4. FINANCIAL CRITERIA

Criteria evaluated only for offers that have achieved the minimum threshold for substantial compliance of the technical evaluation

Proposals shall be checked for any arithmetic errors following Article 28 [*Minor Informalities, Errors or Omissions*] and submitted in a separate envelope from the technical evaluation materials.

The maximum number of points is stated below and will be allocated to the lowest price financial proposal.

Financial proposals from other offerors will receive points in reverse proportion according to the following formula:

Points for the financial proposal being evaluated

=

[Maximum number of points for the financial proposal] x [lowest price]

[Price of proposal being evaluated]

Documents to establish compliance with the criteria

In **Section VI: Returnable Schedules**:

- Schedule 4.1.A [*Breakdown of the Fees and Reimbursable cost*]
- Schedule 4.1.B [*Daily Rate Schedule*]

SECTION III: CONDITIONS OF CONTRACT

INSTRUMENT OF AGREEMENT

- [Consultant Services Contract for Works: Instrument of Agreement](#)

GENERAL CONDITIONS OF CONTRACT

- [Consultant Services Contract for Works: General Conditions of Contract](#)

PARTICULAR CONDITIONS OF CONTRACT

Part 1: Amended Clauses

The General Conditions are amended in the following manner (if nothing is stated, then no amended conditions apply):

No.	Clause/Sub-Clause No. and Title	Amended General Condition
1		
2		
3		
4		
5		

Part 2: Additional Clauses

The General Conditions are supplemented by the inclusion of the following additional conditions (if nothing is stated, then no additional conditions apply):

No.	Clause/Sub-Clause No. and Title	Additional General Condition
1		
2		
3		
4		
5		

SECTION IV: SCHEDULE OF DETAILS

SCHEDULE 1: CONTRACT DETAILS

1.1 Details Provided by the Employer

[To select an option, put an X over the relevant blank box]

Sub-Clause No.	Description	Details
1.1	Country	Name: _____
1.4.1	Agreed system of electronic transmission	<input type="checkbox"/> Email: _____ <input type="checkbox"/> If others, specify: _____
1.4.1	Employer's Address for Communication	Name: Dabagai DABAGAI Position title: Representative and Country Director Address: 3 Rue Marion, Peguy-Ville, Haiti Email address: HTOC@UNOPS.ORG Telephone/Mobile number: +509-2816-0980
2.2	Employer's Representative	Name: Leticia SCOFIELD MIGLIO Position title: Project Manager Address: 3 Rue Marion, Peguy-Ville, Haiti Email address: leticiasc@unops.org Telephone/Mobile number: +509 4815-7952
3.2.1	Performance Security Amount	5 % of the Contract Price
3.2	Permitted Guarantors for Performance Security	<input checked="" type="checkbox"/> Bank or financial institutions approved by the Employer <input type="checkbox"/> Bank approved by Employer
4.2.1	Commencement Date	07/01/2024
4.2.4	Liability Period	N/A Years
4.3.1	Time for Completion	7 months from contract signature date / _____ days
4.4.5	Delay Damages	<input type="checkbox"/> Amount per day: _____ USD <input checked="" type="checkbox"/> 0.3 % of the Accepted Contract Amount per day
4.4.6	Aggregate maximum amount of Delay Damages	10% % of the Accepted Contract Amount
7.2.2	Annual rate of financing charges for delayed payment	N/A %

7.3	Currencies of Payment	Currency 1: USD Currency 2: N/A
7.3	Proportions of Currencies	Currency 1: 100% Currency 2: N/A
7.8.2	Advance Payment Amount	<input type="checkbox"/> 10 % of the Contract Price (against collateral bank guarantee) <input type="checkbox"/> _____ USD <input type="checkbox"/> Not applicable
7.8.3	Permitted Guarantors	<input checked="" type="checkbox"/> Bank or financial institution(s) approved by the Employer <input type="checkbox"/> Bank approved by Employer
7.8.6	Advance repayment amount	<input checked="" type="checkbox"/> 10% of the value of Services completed <input type="checkbox"/> Not applicable
8.4.1	Limit of Liability	<input type="checkbox"/> N/A _____ USD

SCHEDULE 2: PROJECT SPECIFIC INFORMATION

2.1 Project Details

(Brief description of the project including title, location, background and other relevant details along with details of the Works for which the Services is required)

FOR SCHEDULE 2 : PROJECT SPECIFIC INFORMATION, please refer to the FORM ENTITLED [SECTION VII - Scope of work - Hybrid electrical system HSAJ](#)

2.2 Site Plan

1. General description of location and boundaries:

2. General description of the parts of the Location that will be provided access to and the times of access (in accordance with Sub-Clause 2.1 of General Conditions):

3. Description of access routes, access timing and any access restrictions:**4. Description of other surrounding sites and any related interface issues:****5. Description of approved location for the Consultant's Location facilities (if any):****6. Description of arrangements at Locations that is to be provided to the Employer (if any):**

7. Description of disposal areas (within the Location or outside the Location if any):**8. Description of any Location security requirements:**

Please refer to [UNOPS Minimum Health and Safety Requirements for Contractors](#)

9. Any other relevant Location details:

SCHEDULE 5: FORMS

5.1 Form for Advance Payment Security

ADVANCE PAYMENT SECURITY

[On the letterhead of the institution issuing the security]

Date: ____/____/____

Advance Payment Security Number: [#####]

To: UNOPS

[insert address of the Employer]

We have been informed that you have entered into a Contract dated [insert date] with [insert company name] (hereinafter called the “**Consultant**”) titled [insert contract title] with Contract No. [insert number] for the [insert name of the project] for certain services (hereinafter called the “**Services**”) to be undertaken by the Consultant (hereinafter called the “**Contract**”).

Furthermore, we understand that, according to the conditions of the Contract, an advance is to be made against an advance payment security. At the request of the Consultant, we irrevocably and unconditionally notwithstanding any objection which may be made by the Consultant and without any right of set-off or counterclaim, undertake with you that whenever you give written notice we agree to pay you on demand immediately any sum or sums not exceeding in total an amount of [insert amount(s) in words (and figures) with the relevant currency], (hereinafter called the “**Guaranteed Sum**”) upon receipt by us of your first demand in writing declaring that the supplier is in breach of its obligation under the Contract with respect to the advance payment. It is a condition for any claim and payment under this guarantee to be made, that the advance payment referred to above must have been received by the Consultant.

This Guarantee for Advance Payment (hereinafter called the “**Guarantee**”) is valid and will continue to be valid from the date of this letter and until the Guaranteed Sum has been recovered by you. The Guaranteed Sum shall reduce automatically proportionally to the part of the advance payment you have recovered according to the terms and conditions for the Advance Payment. This Guarantee will automatically expire upon us receiving from you certification that the Guaranteed Sum has been fully repaid by the Consultant.

Any payment by us to you in accordance with this Guarantee must be in immediately available and freely transferable [insert currency] free and clear of and without any deduction for or on account of any present or future taxes, levies, imposts, duties, charges, fees, set off, counterclaims, deductions or withholdings of any nature whatsoever and by whomever imposed.

Our obligations under this Guarantee constitute direct primary, irrevocable and unconditional obligations. Additionally, our obligations do not require any previous notice to be given to the Consultant and do not require that any claim be made against the Consultant. Further, our obligations will not be discharged and will not be otherwise prejudiced or adversely affected by any:

- time, lenience or tolerance which you may grant to the Consultant;
- amendment, modification or extension which may be made to the Contract or the Services performed under the Contract;
- intermediate payment or other fulfilment made by us;
- change in the constitution or organization of the Consultant; or
- other matter or thing which in the absence of this provision would or might have that effect, except a discharge or amendment expressly made or agreed to by you in writing.

This Guarantee may not be assigned by you to any third party, without our prior written consent, which must not be unreasonably withheld. You must notify us in writing of any assignment, after which we must make any payment claimed under this Guarantee to the person, firm or company specified in the notice which will constitute a full and valid release by us in relation to that payment.

Any notice required by this Guarantee is deemed to be given when delivered (in the case of personal delivery) or forty-eight (48) hours after being dispatched by prepaid registered post or recorded delivery (in the case of letter) or as otherwise advised by and between the parties.

We agree that part of the Contract may be amended, renewed, extended, modified, compromised, released or discharged by mutual agreement between you and the Consultant, and this security may be exchanged or surrendered without in any way impairing or affecting our abilities under this Guarantee without notice to us and without the necessity of any additional endorsement, consent or guarantee by us, provided, however, that the Guaranteed Sum does not increase.

No action, event or condition which by any applicable law may operate to free us from liability under this Guarantee will have any effect. We waive any right we may have to apply such law so that in all respects our liability under this Guarantee will be irrevocable and, except as stated in this Guarantee, unconditional in all respects.

Capitalized words and phrases used within this Guarantee have the same meanings as are given to them in the Contract.

This Guarantee is governed by the Uniform Rules for Demand Guarantees (2010 Revision), International Chamber of Commerce Publication No. 758, provided that the supporting statement under Article 15 (a), and Articles 34 and 35 are excluded. Any disputes arising out or in connection with this Guarantee, or the breach, termination, or invalidity thereof will be referred to and finally resolved by arbitration in accordance with the United Nations Commission on International Trade Law (UNCITRAL) Arbitration Rules then in effect, the language of the proceedings being English.

Nothing in or relating to this Guarantee shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs, of which UNOPS is an integral part, which are hereby expressly reserved.

IN WITNESS of which the [insert name of the institution issuing the guarantee] has duly executed this Guarantee on the date stated above.

SIGNED by

Name:

Title:

Institution:

Date:

Signature:

Name of witness (block letters):

Occupation of witness:

Address of witness:

Signature of witness:

ADDRESS FOR NOTICES [insert address]

5.2 Form for Performance Security

PERFORMANCE SECURITY

[On the letterhead of the institution issuing the security]

Date: ____/____/____

Performance Security Number: [#####]

To: UNOPS
[insert address of the Employer]

We have been informed that you have entered into a Contract dated [insert date] with [insert company name] (hereinafter called the “**Consultant**”) titled [insert contract title] with Contract No. [insert number] for the [insert name of the project] for certain services (hereinafter called the “**Services**”) to be undertaken by the Consultant (hereinafter called the “**Contract**”).

We, irrevocably and unconditionally undertake with you that whenever you give written notice to us stating that in your sole and absolute judgment the Consultant has failed to observe or perform any of the terms, conditions or provisions of the Contract on its part to be observed or performed, we will, notwithstanding any objection which may be made by the Consultant and without any right of set-off or counterclaim, immediately pay to you or as you may direct such an amount as you may in such notice require not exceeding the sum of [insert amount equivalent to 5 or 10 % of the Accepted Contract Amount in words (and figures) with the relevant currency] (hereinafter called the “**Guaranteed Sum**”).

This Performance Security (hereinafter called the “**Guarantee**”) is valid and will continue to be valid and enforceable from the date of this letter for the Guaranteed Sum until the issue of the Final Completion of the Services. This Guarantee will automatically expire on the issue of the Final Completion Certificate or, if a dispute arises under the Contract, after the final determination of that dispute, whichever occurs later. Promptly after expiration of the Guarantee, UNOPS shall return the Guarantee to the Consultant.

Any payment by us in accordance with this Guarantee must be in immediately available and freely transferable [insert currency] free and clear of and without any deduction for or on account of any present or future taxes, levies, imposts, duties, charges, fees, set off, counterclaims, deductions or withholdings of any nature whatsoever and by whomever imposed.

Our obligations under this Guarantee constitute direct primary, irrevocable and unconditional obligations, do not require any previous notice to or claim against the Consultant and will not be discharged or otherwise prejudiced or adversely affected by any:

- time, lenience or tolerance which you may grant to the Consultant;
- amendment, modification or extension which may be made to the Contract or the Services performed under the Contract;
- intermediate payment or other fulfilment made by us;
- change in the constitution or organization of the Consultant; or
- other matter or thing which in the absence of this provision would or might have that effect, except a discharge or amendment expressly made or agreed to by you in writing.

This Guarantee may not be assigned by you to any third party, without our prior written consent, which must not be unreasonably withheld. You must notify us in writing of any assignment, after which we must make any payment claimed under this Guarantee to the person, firm or company specified in the notice which will constitute a full and valid release by us in relation to that payment.

Any notice required by this Guarantee is deemed to be given when delivered (in the case of personal delivery) or forty-eight (48) hours after being dispatched by prepaid registered post or recorded delivery (in the case of letter) or as otherwise advised by and between the parties.

We agree that part of the Contract may be amended, renewed, extended, modified, compromised, released or discharged by mutual agreement between you and the Consultant, and this Guarantee may be exchanged or surrendered without in any way impairing or affecting our liabilities under this Guarantee without notice to us and without the necessity of any additional endorsement, consent or guarantee by us, provided, however, that the Guaranteed Sum does not increase or decrease.

No action, event or condition which by any applicable law may operate to free us from liability under this Guarantee will have any effect. We waive any right we may have to apply such law so that in all respects our liability under this Guarantee will be irrevocable and, except as stated in this Guarantee, unconditional in all respects.

Capitalized words and phrases used within this Guarantee have the same meanings as are given to them in the Contract.

This Guarantee is governed by the Uniform Rules for Demand Guarantees (2010 Revision), International Chamber of Commerce Publication No. 758, provided that the supporting statement under Article 15 (a), and Articles 34 and 35 are excluded. Any disputes arising out or in connection with this Guarantee, or the breach, termination, or invalidity thereof will be referred to and finally resolved by arbitration in accordance with the United Nations Commission on International Trade Law (UNCITRAL) Arbitration Rules then in effect, the language of the proceedings being English.

Nothing in or relating to this Guarantee shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs, of which UNOPS is an integral part, which are hereby expressly reserved.

IN WITNESS of which then [insert name if the institution issuing the Guarantee] has duly executed this Guarantee on the date stated above.

SIGNED by

Name:

Title:

Institution:

Date:

Signature:

Name of witness (block letters):

Occupation of witness:

Address of witness:

Signature of witness:

ADDRESS FOR NOTICES [insert address]

SECTION V: REQUIREMENTS

SCHEDULE 3: REQUIREMENTS OF THE EMPLOYER

3.1 Scope of Services

(In accordance with Sub-Clause 3.1 of the General Conditions)

1. The background, purpose and function of the Services:

FOR SCHEDULE 3 : REQUIREMENTS OF THE EMPLOYER please refer to the FORM ENTITLED [SECTION VII - Scope of work - Hybrid electrical system HSAJ](#)

2. Project Stakeholders:

3. Comprehensive and explicit scope of the Services:

4. Any pertinent details and technical information relevant to the successful execution and completion of the Services:

- 5. The standards, codes and regulatory requirements the Consultant shall use and comply in the performance of its obligations under the Contract:**

- 6. Key responsibility and liability matrix as indicated in the General Conditions and Particular Conditions, if any:**

- 7. Health, Safety, Social and Environmental (HSSE) requirements:**

(In accordance with Sub-Clause 3.16 of the General Conditions)

- 8. Quality Management System:**

(In accordance with Sub-Clause 3.18 of the General Conditions)

9. The list of all Deliverables and/or the Consultant's Documents related to the Services:

10. Specific tools required such as software to be used to develop the Deliverables and the format of presentation of the Deliverable:

11. Information on the Review and Approval Process (UNOPS and any other as required):

12. Employer-Supplied Personnel and Services of Others, Employer's Equipment and Employer's Facilities:

(Details in accordance with Sub-Clause 2.6 of the General Conditions)

	No.	Description of the item	Unit	Quantity
Personnel	1			
	2			
	3			
	4			
	5			
Services of others	1			
	2			
	3			
	4			
	5			
Equipment	1			
	2			
	3			
	4			
	5			
Facilities	1			
	2			
	3			
	4			
	5			

13. Any other details as relevant:

3.2 Consultant's Delegations

(In accordance with Sub-Clause 3.9.1 of the General Conditions)

The Consultant's designated personnel has the delegated duties and authorities of the Engineer and Engineer's Assistant as in the Construction Contract for Major Works: General Conditions and Construction Contract for Major Works: Particular Conditions.

OR

The Consultant's designated personnel has the delegated duties and authorities of the Employer's Representative's Assistant under the Construction Contract for Small Works: General Conditions as identified in the table below.

No.	Clause/Sub-Clause No. and title	Delegated duties and authorities	Remark
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

3.3 Valuation and Payment

*(Based on actuals on monthly basis or based on the following payment schedule
In accordance with Sub-Clause 7.1 of the General Conditions)*

No.	Milestone	Amount	Target date
1		<input type="text"/> % of Accepted Contract Amount	
2			
3			
4			
5			
6			

3.4 Programme Requirements

(Description of the requirements associated with the Programme, in accordance with Sub-Clause 4.3 of the General Conditions)

3.5 Nominated Sub-consultants

(Details of Nominated Sub-consultants, in accordance with Sub-Clause 1.7.5 of the General Conditions)

No.	Description of Sub-consultant Services	Name of Nominated Sub-consultant
1		
2		
3		
4		
5		

3.6 Employer's Delegations

No.	Clause/Sub-Clause No. and Title	Delegated duties and authorities	Designation	Remark
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

3.7 Key Personnel Requirements

(Details of Key Personnel requirements in accordance with Sub-Clause 3.6 of the General Conditions)

No.	Position description/title	Required qualification	Area of experience required	Years of relevant experience required
1	Project Manager		Project Management	
2	Electrical Engineer		Electrical Engineering	5 years
3				
4				
5				

~~3.8 Equipment and Machinery Requirements~~ **NOT APPLICABLE**

(Details of equipment and machinery to be provided by the Consultant)

No.	Description of Item (equipment or machinery)	Units	Remarks
1			
2			
3			
4			
5			
6			
7			
8			

3.9 Insurance Requirements

(Details in accordance with Sub-Clause 9.1 of the General Conditions)

Insurances	Additional details on scope of cover	Period	Limit of Liability
Professional Indemnity Insurance		<input type="checkbox"/> As required by Law or by industry body or trade association from the Contract Effective Date until expiration of the Liability Period <input type="checkbox"/>	<input type="checkbox"/> As required by Law or by industry body or trade association <input type="checkbox"/>
Public Liability Insurance		<input type="checkbox"/> As required by Law or by industry body or trade association from the Contract Effective Date until Final Completion of the Services. <input type="checkbox"/>	<input type="checkbox"/> As required by Law or by industry body or trade association <input type="checkbox"/>
Workers Compensation Insurance		From the Contract Effective Date until Final Completion of the Services.	<input type="checkbox"/> As required by Law or by industry body or trade association <input type="checkbox"/>
Any other insurance as required by Law or industry body or trade associations			

All risk insurance			
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If not provided during the tender process, UNOPS reserves the right to request the above insurance documents before signing the contract.