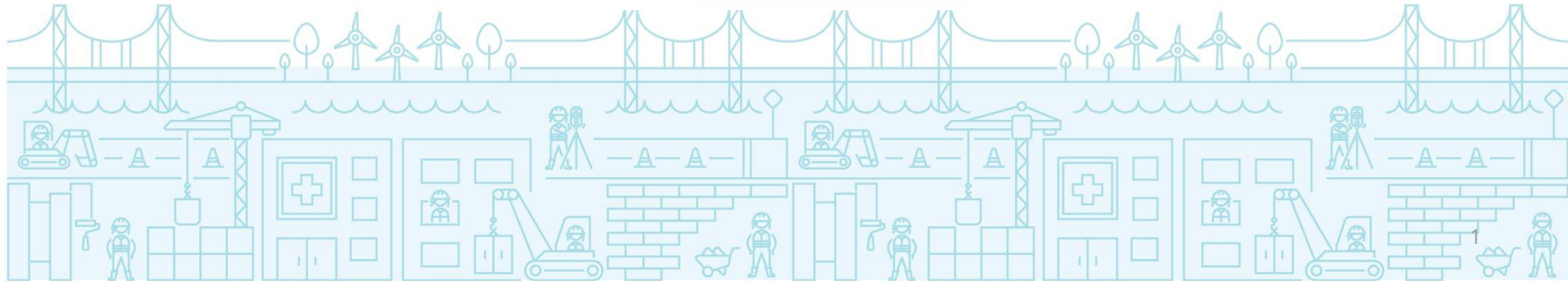




RFP/2025/55660

RFP for Consultancy Services for Clean Energy Complex in Ninh Thuan Province, Vietnam



1

PROJECT DETAILS



Introduction of ETP



ETP Partners with governments, private sector and civil society to move to low carbon energy systems in SEA.

- ❖ **Encouraging** policy makers to promote the right investment environment, legal and regulatory frameworks that support rather than impede energy transition
- ❖ **De-risking** of finance and investments for businesses looking to make investments into clean energy; and
- ❖ **Expanding** grids to facilitate safely and surely variable renewable energy to consumption
- ❖ **Knowledge** to empower governments, private sector and civil society to underscore a demand for rapid transformation.

Energy Transition Partnership (ETP):

A unique platform of government donors, philanthropies and partner governments that supports policies, de-risking of renewable energy projects and energy efficiency, and sustainable infrastructure for energy transition.

In this project

- Consultant works closely with PV Power, conducts **initial studies**, helps them to prepare and compile the project deliverables to submit to MOIT and relevant authorities for updating the PDP 8 priority projects list.
- Please refer to the **Law on Investment 61/2020/QH14** and relevant legal framework to understand the requirements and procedures for investment project development.

Project Background

- Enable PV Power and the Provincial Government of Ninh Thuan to propose the Lam Son project for inclusion in the updated Power Development Plan VIII.
- Pave the way for comprehensive feasibility studies.
- Attract investment for full-scale implementation.

Objectives and Outcomes

- ❖ **Project objective:** The technical assistance aims to support Vietnam's energy transition and net-zero emissions target by providing foundational studies for the Lam Son Clean Energy Complex development.
- ❖ **Expected outcomes:**
 - Establish a Renewable Energy Hub
 - Align with National Climate and Energy Goals
 - Mobilize Investment and Financial Support
 - Promote Local Socio-economic Development:

Primary outputs

1. Initiation and Data Collection Report
2. Preliminary Investment Roadmap: Regulatory and Financial Review
3. Preliminary Technical Design and Risk Analysis
4. Stakeholder Consultations and Preliminary Design Review
5. Finalisation of Study and Reports
6. Government Endorsement

Indicative Implementation Timeline

No.	Activities	1	2	3	4	5
1	Initiation and Data Collection Report					
2	Preliminary Investment Roadmap: Regulatory and Financial Review					
3	Preliminary Technical Design and Risk Analysis					
4	Stakeholder Consultations and Preliminary Design Review					
5	Finalisation of Study and Reports					

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EVALUATION CRITERIA



Evaluation Method

1. Preliminary Screening using Eligibility and Formal Criteria (Pass/Fail)
2. Technical Evaluation using Qualification Criteria (Pass/Fail)
3. Technical Evaluation using Technical Criteria (Numeric Score)
4. Financial Evaluation (Numeric Score)
5. Combined Analysis

The evaluation details are available on : [RFP_Section_II_Schedule of Requirement RFP_2025_55660](#)

1. Preliminary Screening - Eligibility & Formal Criteria

Criteria	Documents to establish compliance with the criteria
1. Offeror is eligible as defined in Instructions to Offerors, Article 4	<ul style="list-style-type: none">• Form A: Joint Venture Partner Information Form, all documents as required in the Form, in the event that the Proposal is submitted by a Joint Venture.• Form B: Proposal Submission Form
2. Completeness of the Proposal. All documents and technical documentation requested in Instructions to Offerors Article 10 have been provided and are complete	<ul style="list-style-type: none">• All documentation as requested under Instructions to Offerors Article 10, Documents Comprising the Proposals
3. Offeror accepts UNOPS General Conditions of Contract as specified in Section IV	<ul style="list-style-type: none">• Form B: Proposal Submission Form

2. Technical Evaluation - Qualification Criteria

Criteria	Documents to establish compliance with the criteria
<p>1. The bidder should have consulting continuous experience from 15 years in the energy sector, that proves the quality of large power projects and has the inter-sector professional capacity to synthesize related components of the energy complex :</p> <ul style="list-style-type: none">• 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 <p>In case of JV, at least one of the JV members should fulfil this criteria</p>	<ul style="list-style-type: none">• Certification of incorporation of the Offeror including the JV member.• Form F: Performance Statement Form
<p>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 15 years. In case of JV, at least one reference from the JV should be submitted. UNOPS may contact the customer reference when the bidder is awarded the contract.</p>	<ul style="list-style-type: none">• Form F: Performance Statement Form

2. Technical Evaluation - Qualification Criteria

3. Financial Capacity/financial stability:

- Bidders should have a minimum annual turnover of **100,000 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/cash flow requirement of 100,000 USD (should the bidder be selected).
- Liquidity: Sufficient liquidity of at least 1 in any of the past 2 years. Demonstrated by current assets divided by current liabilities.

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

Offeror should submit

- **Audited financial statements** confirmed by Chartered/Accountant for the past 02 years
- Or any other document/statement Bank Statement / Tax declaration statement to the local government, or any similar local arrangement.

3. Technical Evaluation - Technical Criteria

Technical evaluation will be carried out on bids that pass the eligibility, formal and the qualification criteria, with requirements as follows:

- a. The maximum number of points that a bidder may obtain for the Technical proposal is 70. To be technically compliant, Bidders must obtain a minimum of 49 points
- b. Minimum pass score: 70% of maximum 70 points = 49 points

Section No.	Description	Points Obtainable
1.	Offeror's qualification, capacity and expertise	20
2.	Proposed Methodology, Approach and Implementation Plan	30
3.	Key Personnel proposed and Sustainability Criteria	20
Total Technical Proposal Points		70

3. Technical Evaluation - 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 relevance of specialized knowledge and experience on similar engagements done in the past.</p> <p>Bidders partnering up with a local entity to provide for the strategic consultation, translations; as well as the communications expertise is considered a valuable asset.</p> <p>1. The entity should demonstrate extensive experience of researching and working on the subject matters (6 points)</p> <p>2. Demonstrates significant experience on the subject matters in Viet Nam (7 points)</p> <p>3. Demonstrates an ability to engage locally for stakeholder engagement, information gathering, and information dissemination (4 points)</p>	17
1.2	<p>General organizational capability which is likely to affect implementation: management structure, and project management controls.</p> <p>Management structure, management controls, and extent to which any part would be subcontracted. In case of JV, there is clear designation of roles and responsibilities between the JV members. (3 points)</p>	3

3. Technical Evaluation - Technical Criteria

Part 2: Proposed Methodology, Approach and Implementation Plan		30 points
2.1	Description of the Offeror's approach including risk(s) and mitigation measure(s) and methodology for meeting or exceeding all the deliverable requirements of the Terms of Reference In the description of each deliverable, the offeror is expected to demonstrate a comprehensive understanding of the supply chain landscape in Viet Nam.	22
	<ol style="list-style-type: none"> 1. <i>Demonstrate an understanding of the current context relevant to the assignment and in Viet Nam, and the overall understanding of this assignment together with an overview of approach to achieve all deliverables (4 Points)</i> 2. <i>Description of the offeror's detailed approach to achieve D.3 - Phase 1 Report: Preliminary Technical Design and Risk Analysis (5 Points)</i> 3. <i>Description of the offeror's detailed approach to achieve D. 4 - Phase 2 Report: Stakeholder Consultations and Preliminary Design Review (5 Points)</i> 4. <i>Description of the offeror's detailed approach to achieve D. 5 - Phase 3 Report: Finalisation of Study and Reports including preliminary study and Initial ESIA (5 Points)</i> 5. <i>Description of the offeror's detailed approach to achieve D.6 - Phase 4: Government Endorsement and Presentation to Investors (3 Points)</i> 	
2.2	Quality Assurance Plan A plan outlining how the bidder intends to ensure oversight and quality assurance throughout the assignment. Quality Assurance plan should include discussion on risk-assessment and its mitigation plan	4
2.3	Implementation Timeline The bidder's implementation plan will include a Gantt chart that visually depicts the project timeline. The chart will clearly define the start and end dates for each activity, allowing for the measurement of progress and adherence to the planned time frame	4

Part 3: Key Personnel Proposed: Qualifications of key personnel proposed		20 points
3.1	<ol style="list-style-type: none"> 1. Project lead (4 Points) 2. Solar energy expert (2 Points) 3. Hydropower expert (2 Points) 4. Dam expert (1 Points) 5. Geological specialist (1 Points) 6. Meteo-Hydrological specialist (1 Points) 7. Electrical system expert (1 Points) 8. Battery technology expert (1 Points) 9. Cost estimation expert (1 Points) 10. Energy economic/ Financial Specialist (1 Points) 11. Environmental Impact Specialist (1 Points) 12. Social Impact Assessment Specialist (1 Points) 	17
3.2	<p>The bidder shall provide a statement or approach that demonstrates its commitment to support and mainstream gender equality and social inclusion through its operations and project implementation activities</p> <p>Demonstrating commitments to support mainstream gender equality and social inclusion through its operation and project implementation activities</p>	3
Total Technical Proposal Points		70 points

4. Financial Evaluation

The maximum number of points that a bidder may obtain for the Financial Proposal is 30. 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. Only the proposals pass the minimum point in the technical evaluation, will be opened on this stage.

The bidder with the lowest evaluated cost will be awarded (30) 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.

5. Combined Analysis

Combination of total Technical + total Financial Score will be used to select the firm.

The weight of technical : financial offer is 70:30

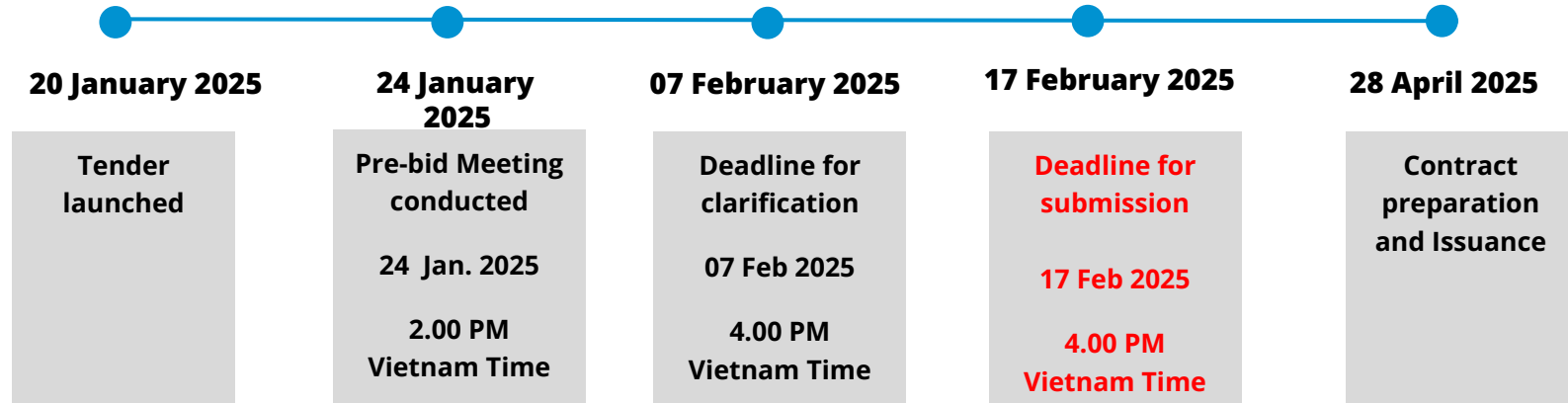
Sample of Cumulative Analysis

	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	50	50	55	49	45	The offeror 6 is not eligible to move to the next evaluation stage.
Total offered rate (USD)	20,000	22,000	22,000	30,000	Technical score of the offeror 5 is less than minimum 70% of 70 points (49 points). Hence, the offeror 5 is not eligible to move to the next evaluation stage.	
Financial score	30	27.27	27.27	20		
Accumulative score	80	77.27	82.27	76		
Award rank	2	3	1	4		

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PROCUREMENT TIMELINE

Anticipated Timeline for the procurement



**Vietnam time = GMT +7:00 (same as Bangkok time)*

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RETURNABLE BIDDING FORMS

Returnable Bidding Forms

Please refer to the **RFP_Section_III_Returnable Bidding Forms**

- Corporate Registration Certificate (including JV member(s) if any)
- Audited Financial Statement (including JV member(s) if any)
- 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
- Form G: Self Disclosure Form
- Annex 1: Detailed Personnel Proposed (G-sheet or excel file)
- DRiVE Supplier Sustainability Questionnaire (online questionnaire)

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COMMON BIDDING ISSUES



Common Issues from Past Submissions

No	Issue	Impact	Tips to prevent the issue
1.	Bidder fails to submit complete information. Critical documents such as price schedule, any components of the technical proposal is missing	Bidder will be disqualified	Please ensure you submit all the documents. Please double check the checklist of the document in the system prior to making submission.
2.	Bidder submit the financial proposal along with the technical proposals and its supporting documents for RFP	Bidder will be disqualified	Please double check the checklist of the document in the system prior to making submission. There are different tabs under Vendor Submission tab to upload the financial offer for RFP tender. Please ensure not to put any indication of financial offer in the technical envelope.
3.	Bidder has tried to submit through the system, but there was no sufficient time to submit and the deadline pass before bidder can click "submit"	Submission will not be accepted	Please start your submission process as early as possible. Start by checking whether your company is registered in UNGM. UNGM registration might take several days. We suggest you aim to submit at least 1 day before deadline
4.	Bidder fails to submit through the system, and submits the proposal through email	Bidder will be disqualified	UNOPS cannot accept submissions done outside the system. However, if you have difficulties in accessing the portal, please let us know in advance prior to the deadline so we can assist.

Common Issues from Past Submissions

No	Issue	Impact	Tips to prevent the issue
5.	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
6.	Not attaching financial statement in the proposal, incomplete personnel CV	Incompleted bid submissions	Ensure to include all the documents per checklist
7.	Bidder does not elaborate on their relevant experiences	This impacts their technical score on Bidder's qualification, capacity, and expertise	An in-depth details of the past experience should be provided, for example, scope of works, client name, project results & impacts, etc.
8.	Submitting a proposal utilizing its own format	Bidder proposal may not covering all components required as per UNOPS returnable forms.	Please submit the proposal following the Returnable Bidding Forms provided in the tender, to ensure all the components requested are covered in your proposal. Submission proposal in own format would compromised the term and conditions set by UNOPS which lead to incomplete bid submission.

Common Issues from Past Submissions

No	Issue	Impact	Tips to prevent the issue
9.	Bidder proposes personnel who are not meeting the education / experience requirements	Bidder's technical score will be impacted	Bidders are encouraged to double check their personnel's CVs and UNOPS requirements
10.	Bidders' CVs does not include complete information of the personnel's credentials and only listed the position and company they worked for	Evaluation panel are not able to verify if the personnel meets the requirements	<p>The CVs should include in-depth information of each personnel's past experience, such as type of activities/tasks performed, degree of responsibilities, duration/years and location of employment, etc. Bidders are requested to complete <i>Annex 1 - Detailed Personnel Proposed</i>.</p> <p>Please note that we will only review the minimum positions as per TOR. If more personnel is offered under 1 requested role, please identify the main key personnel to be evaluated.</p>

Common Issues from Past Submissions

No	Issue	Impact	Tips to prevent the issue
11.	Bidder overestimates 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	<p>Bidders are suggested to propose personnel aligned with the Terms of Reference. Some additional personnel might be added based on bidder's consideration to deliver the project as per TOR, but adding significant number of additional personnel tend to inflate the proposal significantly, making it much higher than it could be.</p> <p>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.</p>
12	Bidder provides a general methodology, and sometimes, copies from the tender document	This impacts the technical/ methodology score	Bidder should provide a detailed methodology specifically tailored for this project to demonstrate their capability/capacity to deliver the services.
13	Bidder provides an unaudited financial statement and not provide any relevant analysis document accepted by the local government, where the offeror is legally registered	Bidder will be disqualified	Bidder should provide an audited financial statement or any relevant analytical documents that have been authorized or accepted by the local government where the offeror is legally registered



Q&A

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