

Method Statement (Weighting: 20)

Method Statement for EPCM Services – Solar Project Implementation Across TPL Sites

The Tenderer must submit a method statement that outlines a structured and comprehensive approach of the scope of services. The statement should demonstrate a clear understanding of the scope of services in relation to TPL's operational requirements, ensuring efficient execution, compliance, and alignment with business objectives.

The approach should cover:

- A well-defined strategy for overseeing and coordinating contractors, ensuring seamless execution of solar installations across multiple TPL sites.
- A structured methodology outlining how the EPCM will logically and sequentially achieve project objectives, including sourcing relevant data, identifying constraints, and mitigating potential risks.
- A clear stakeholder engagement and communication plan, detailing channels to be used for coordination between TPL, contractors, regulatory bodies, and other key stakeholders to ensure project objectives are met.
- The techniques, tools, and project management systems that will be used to monitor contractor performance, quality control, and project milestones.

Minimum Requirements for the Method Statement

1. Execution Strategy and Compliance

- A detailed plan on how the EPCM will manage contractors to ensure project execution in compliance with technical, statutory, and administrative management requirements.
- Oversight of contractor adherence to industry best practices, ensuring installations align with solar PV design standards and TPL's infrastructure needs.

2. Integration of Safety, Health, and Environmental (SHE) and Quality Management

- A comprehensive plan for integrating SHE principles into all phases of the project, ensuring compliance with safety regulations and best practices.
- Strategies for monitoring contractor safety performance and ensuring safety is embedded in both design and execution.

3. Risk Management and Mitigation

- Identification of key foreseeable risks associated with managing multiple contractors and executing solar installations across TPL sites.
- Proposed measures to mitigate these risks, ensuring project timelines, budgets, and quality standards are maintained.

4. Stakeholder Engagement and Communication

- A communication framework detailing how coordination between TPL, contractors, and regulatory bodies will be managed.
- Clear reporting structures, escalation procedures, and engagement channels to ensure transparency and alignment on project objectives.

5. Document Control and Compliance Management

- A structured process for managing project documentation, including document review, approval routes, distribution to internal and external stakeholders, and adherence to relevant codes and standards.
- Identification of key hold points for inspections, approvals, and quality assurance.

6. Concept Designs and Work Planning

- An outline of conceptual solar PV system designs and their integration into existing TPL infrastructure.
- A structured work execution plan ensuring consistency, quality, and efficiency across multiple project sites.

The method statement must not exceed 15 pages.

The index of documentation is attached to this schedule.

	DOCUMENT NAME
1	
2	
3	

The scoring of the Method Statement will be as follows:**Weight: 20 points**

Score	Previous Experience
0	Tenderer's submission has no relevance to the scope of this project and did not address any of the requirements.
20	The method statement covers 2 minimum requirements
40	The method statement covers 3 minimum requirements
60	The method statement covers 4 minimum requirements
80	The method statement covers 5 minimum requirements
100	The method statement covers 6 and clear understanding of the requirements

Signed

Date

Name

Position

Tenderer