



Reg No 2003/011612/30

RFP12/2023

REQUEST FOR BIDS FROM REGISTERED ELECTRICAL CONSULTING ENGINEERS FOR THE FEASIBILITY STUDY, DESIGN, INSTALLATION, COMMISSIONING AND PROJECT MANAGEMENT OF SMALL-SCALE EMBEDDED GENERATION (SSEG) PLANTS.

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1. STATEMENT OF INVITATION

Registered electrical consulting engineers with their applicable professional teams are invited to submit their proposals for the feasibility study, design, installation, commissioning, and project management of small-scale embedded generation (SSEG) plants for the buildings on the CENTLEC (SOC) Ltd premises, with their related protection, SCADA, and metering equipment as well as the control panels. The appointment will be for a period of thirty-six (36) months.

2. MINIMUM SUBMISSION REQUIREMENTS

- 2.1 Supply unique security personal identification number (PIN) and/or original TAX Clearance Certificate for TAX compliant status.
- 2.2 Supply municipal services (water, sanitation, rates, and electricity) clearance certificate or Lease Agreement with a current Bill and rates clearances, or Current Bill of Account not owing more than 90 days. In a case where the services are paid by the Landlord, the signed lease agreement and statement of account must be submitted by the bidder.
 - 2.2.1 In an event, that the Bidder utilizes prepaid services (e.g. Water or electricity) a valid municipal clearance certificate(s) must still be provided.
- 2.3 The bidder must be registered on the National Treasury Centralized Suppliers Database.
- 2.4 A valid letter of good standing from the Compensation Commissioner with the Department of Labour or from relevant bodies.
- 2.5 CIDB Grading level 3EP and 3CE.
- 2.6 Please note that the Special Conditions table as per point 3 below, needs to be met. All supporting documents needs to be submitted where applicable.

3. SPECIAL CONDITIONS OF THE CONTRACT

Take Note that it is compulsory for Bidders to complete the table in full. Any omission or “no” will be an automatic disqualification.

Item No	DESCRIPTION	YES	NO	SUBMIT REQUIRED DOCUMENTS
1	The successful bidder will be expected to enter into a Service Level Agreement with CENTLEC after receiving the appointment letter.			On Appointment
2	Any amendments to the legal and procedural content of this RFP shall be addressed in the SLA and entered into agreement with CENTLEC and successful bidder(s).			N/A
3	Two weeks after receiving the appointment letter the successful bidder(s) must submit the health and Safety file to the SHERQ Manager.			On Appointment
4	The successful bidder(s) must complete a Standard Operating Procedures Course at CENTLEC training Centre in line with their scope of work.			On Appointment
5	All the equipment delivered must be accompanied with protection wiring diagrams, layout drawings, factory test results, special Tools, and maintenance manuals.			N/A

ITEM No	DESCRIPTION	YES	NO	SUBMIT REQUIRED DOCUMENTS
6	The services provider will train CENTLEC personnel during the cold commissioning of the systems for the duration of this contract.			N/A
7	The service provider will submit a Health and Safety Risk Assessment for each site before commencement of installation on sites.			N/A
8	The appointed service provider will submit progress reports to the relevant manager for the duration of works on site, monthly or weekly progress reports as applicable.			N/A
9	The spares / parts pricing list must be completed in detail (compulsory).			N/A – part of the pricing schedule
10	The most recent IEC/BS/SANS standards should be adhered to.			N/A
11	The Bidder must submit all the Manufacturer Schedules.			On Appointment
12	The successful bidder will be required to provide maintenance services after commissioning of the installations.			N/A
13	The repair or replacement of any damage or loss caused due to installation will be to the bidder's account.			Indemnity cover

4. DEFINITIONS AND ABBREVIATIONS

SCADA - Supervisory Control and Data Acquisition
HMI – Human Machine Interface
AC – Alternating Current
DC – Direct Current
SSEG – Small Scale Embedded Generation
SANS - South Africa National Standard
SOP course – Standard Operating Procedures
FAT – Factory Acceptance Test
PV - photovoltaic

QCP - Quality Control Plan
RECs - Renewable energy certificates
BS – British Standards
IEC – International Electrotechnical Commission

5. SCOPE OF WORK

- 5.1 The consulting engineers would have to do comprehensive feasibility studies to determine whether all the identified buildings are structurally fit for the installation of SSEG Plants and advise CENTLEC (SOC) Ltd on the most cost effective as well as the most efficient System to be utilized.
- 5.2 Engagement with CENTLEC (SOC) Ltd personnel for conceptualization and preliminary work around the installation of the Systems.
- 5.3 The designing, specification and supply of the electrical equipment, civil works, system controls and monitoring system, design of the complete system with all required protection equipment.
- 5.4 Project management which includes the design specifications drawings for equipment and systems, tender specifications for all the civil works, electrical equipment specification, systems control and monitoring equipment, power quality equipment, alarm and monitoring system, tender documents and administration, evaluation of bids, recommendation reports, assignment of contractors, contractor management, quality assurance and inspections, payment certificates, stock management, commissioning, signing off, record drawings, inventory report and handover of the installations and equipment to CENTLEC (SOC) Ltd.
- 5.5 The CENTLEC (SOC) Ltd. (hereafter CENTLEC) integrated resource plan includes the installation of fully functional SSEG Systems. Recommendations or proposals on the following items would be required:
 - 5.5.1 The specific types of SSEG Systems including their applicable specifications.

5.5.2 Plant performance specification.

5.5.3 The plant management software capabilities including but not limited to communication and reporting on the status as well as performance of the systems.

5.5.4 Guidance on the size (Megawatts) of the Energy Storage and PV Plant Systems and output capacity of the installed Systems.

5.6 A skills transfer strategy that covers design, installation, total operation and maintenance of the installed systems should clearly be indicated in the proposal. Submit a methodology plan for training and skills transfer to CENTLEC Technical personnel.

6. DURATION AND/OR PHASING OF THE PROJECT

All proposals must provide a detailed schedule of project development activities and completion dates for engineering, permitting, equipment procurement, construction, start-up, and commissioning.

7. EVALUATION CRITERIA

All proposals submitted will be evaluated in accordance with the criteria set out in the policy of Supply Chain Management of the Entity.

The most suitable candidate will then be selected. Please take note that CENTLEC (SOC) Ltd is not bound to select any of the firms' submitting proposals. CENTLEC (SOC) Ltd furthermore reserves the right to select more than one bidder.

Furthermore, technical competence is the principal selection criteria, CENTLEC (SOC) Ltd will evaluate the technical criteria first and will only look at the price and Specified Goals if it is satisfied with the technical evaluation. As a result of this, CENTLEC (SOC) Ltd does not bind itself in **any way** to select the firm offering the lowest price.

7.1 TECHNICAL EVALUATION CRITERIA

The relative **technical competency** of the criteria is as follows:

No.	Criteria	Description	Points
7.1.1	Track record and experience	<p>Has the bidder provided and completed a service or project with similar scope successfully in the last five (5) years?</p> <p>A maximum of Three (3) signed reference letters of confirmation are required.</p> <p>Two (2) projects = 10 points</p> <p>Three (3) projects = 20 points</p>	20
7.1.2	Locality Facilities in SA.	<p>Does the bidder have a local office with operational capability?</p> <p>(a) Existing and established local office = 20 points</p> <p>(b) If not, but within RSA = 5 points</p>	20
7.1.3	Technical Capability	<p>Registered professional Engineer(s) with Engineering Council of South Africa.</p> <p>i. Two (2) to five (5) years' experience in renewable energy industry = 15 points</p> <p>ii. Six (6) or more years' experience in renewable energy industry = 30 points</p>	30
7.1.4	Methodology and Approach	<p>The bidder should demonstrate the approach and methodology to be used in rendering the service. The proposal(s) should include but not limited to the following: Return on investment and life cycle costing on all viable options, as well as training and skills transfer strategy to CENTLEC (SOC) Ltd. Technical personnel. Demonstrate all viable options on</p>	30

No.	Criteria	Description	Points
		renewable energy sources, training, and skills transfer = 30 points	
		PERCENTAGE	100

Table 2: Evaluation Criteria

A bidder who gets a minimum of 60 points and above will qualify to the next stage. Individual tenders would have to be evaluated according to the preferential point system. The bidder must score minimum points as follows:

Item 1: Minimum points = 10

Item 2: Minimum points = 5

Item 3: Minimum points = 15

Item 4: Minimum points = 30

7.2 PRICE AND REFERENTIAL POINTS SCORING – STAGE 2 (Price and Specified Goals requirement)

All Bidders that have passed the technical evaluation threshold of 80 points would also be scored based the 80/20 principle where 80 Points is for the Price and 20 points for specified goals as per the detail given below.

7.3 Points awarded for price.

A maximum of 80 Points is allocated for price on the following basis:

$$\text{Where } P_s = 80 \left[1 - \frac{P_t - P_{\min}}{P_{\min}} \right]$$

P_s = Points Scored for comparative price of bid under consideration

P_t = Comparative Price of bid under consideration

P_{\min} = Comparative Price of lowest acceptable bid

7.4 Points awarded for Specified Goals Requirement

In terms of Regulation 3.(1) An organ of state must, in the tender documents, stipulate— (a) the applicable preference point system as envisaged in regulations 4, 5, 6 or 7; (b) the specific goal in the invitation to submit the tender for which a point may be awarded, and the number of points that will be awarded to each goal, and proof of the claim for such goals in accordance with the table below;

Table 3: Specified Goals for Preferential Point System

Specified Goals	Points Allocation
50% Black owned	10
50% Women owned	5
50% Youth owned <35 years	5
Total Points	20

9. PRICING SCHEDULE

Item	Quantity	Price in Rand exclusive of VAT.
Preliminary and General	1	
Sureties (All Required Insurances)	1	
Site establishment	Once off for the entire project	
Engineering related Fees	1	
Specialized Discipline Fees	1	
Material, Equipment, Systems and Devices that are normally part of the supplied equipment and are essential for the proper operation of all the installed equipment or are necessary for the proper functioning of the whole installation shall be supplied, even if not explicitly called for in these specifications. DETAILED PRICING SCHEDULE TO BE PROVIDED.	Per system	
Testing and Commissioning of all related control, protection, switching, communication, and security systems	Per system	
TOTAL COST OF PROPOSAL (Excl. VAT)		

NB:” THE PRICE FOR THE TURNKEY PROJECT SHOULD INCLUDE THE TOTAL COST AS WELL AS A DETAILED COST BREAKDOWN OF ALL THE REQUIRED AND RELEVANT ACTIVITIES AS PER THE EXAMPLE INDICATED ABOVE”.

10. CONTACT INFORMATION

- 10.1 For any further technical information regarding the document contents please contact Ms. N. Sefatsa at 051 412 2750 or e-mail: Naledi.Sefatsa@centlec.co.za Mxolisi Radebe 051 409 2392 or e-mail: Mxolisi.Radebe@centlec.co.za and all queries must be done in writing, the email address provided serves this purpose. The answer to one question will be sent to all the other prospective bidders that have asked the same question.
- 10.2 For Supply Chain Related questions, Please contact Ms. Palesa Makhele at 051 412 2753 or at Palesa.Makhele@centlec.co.za