

TENDER DATA

Project title:	Appointment of a Service Provider to Design, Supply and installation of a 200kWp functional ground mounted Photovoltaic system at East London Transmitter Station. (Re-advertisement)
Bid no:	SENT-035-2024-25

1. BACKGROUND

Sentech is a state-owned company and is the largest broadcasting signal distributor in South Africa. Sentech is a licensed Electronic Communications Network Service provider in South Africa. It currently operates many telecommunication networks for Satellite, Television, Radio, Internet and more. As such, Sentech is a global enabler of broadcasting and digital content delivery.

In keeping with Sentech's environmental management policy and the climate change policy, Sentech commit to contribute to the reduction of climate change impacts and incorporate energy efficient strategies towards reducing their carbon footprint.

Sentech therefore intends to appoint a supplier who would design, supply and install a complete and functioning ground mounted photovoltaic system. This system would be monitored and maintained by the same supplier who installed it for a 12-month period after commissioning.

2. SUBMISSION OF BIDS and CLOSING

2.1 This Bid closes on the date and time stipulated on the Notice and Invitation to Bid (SBD1). Bids can be submitted electronically via the eTender Portal and/or by hand to the tender box at Sentech Offices, Octave Road, Radiokop Ext 3, Honeydew, Johannesburg.

- a) Bidders that opt to deposit their bid documents in the tender box must do so on or before the closing date and time, during working hours only (08:30-15:30). No late submissions will be accepted.
- b) Bidders who opt to submit via the Sentech eTender Portal ("the eTender Portal") are advised that the eTender Portal has a files size limit of 30MB. Bidders must upload their tender documents timeously. The eTender Portal is available 24hrs a day. No late submissions will be accepted.
- c) It is incumbent on the bidder to ensure that their bids are submitted timeously via the selected method before the closing date and time. Sentech will not take any responsibility of any incomplete submissions or late tenders, for any reason whatsoever.
- d) Telegraphic, telephonic, telex, facsimile, e-mail and late Bids will not be accepted.

2.2 This is a two-envelope system for Bid Evaluation. Bidders must submit their proposal and all supporting documentation in a sealed envelope, clearly marked as follows:

- a) For manual submissions, Envelope One must consist of "Original Technical Proposal together with a soft copy in PDF format of an electronic medium e.g. USB etc. The soft copy will consist of a single PDF document containing the complete response. The envelope must contain all information and documents relating to the Bid. (Refer to list of returnable documents).
- b) No Financial Information must be included in Envelope One.
- c) Envelope Two "Original Financial Proposal" (Contract Date and Pricing schedule/schedule of rates as applicable) together with 1 copy of "Financial Proposal" together with a soft copy in PDF format of an electronic medium e.g. Compact Disk (CD), USB etc. The soft copy will consist of a single PDF document containing the complete Financial Proposal.
- d) Bidders are required to place the sealed Envelope One together with the sealed Envelope Two into one sealed envelope or container. The sealed envelope or container must be marked with the following information:

For Attention:

- HEAD OF SUPPLY CHAIN MANAGEMENT
 - BID REFERENCE NO: ##
 - TECHNICAL AND FINANCIAL PROPOSALS
 - INSERT CLOSING DATE AND TIME
 - BIDDER'S NAME AND ADDRESS
- e) Bidders that combine their Technical Proposal with the Financial Proposal (or any financial information) will be automatically disqualified and not be evaluated further.
- f) The financial proposal will only be opened and evaluated should the technical proposal be found to be responsive, being that the technical proposal has met the minimum technical evaluation criteria that are set out in the Bid Documents.
- g) The Bidders shall insert a table of contents and bind (ring bind or similar method) the proposal documents and verify the page numbers, as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.
- h) Bidders are required to complete and sign all the returnable documentation (refer to list of returnable documents) and initial all pages, drawings and brochures which are included in the reply as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.
- i) Late submissions will not be considered.
- j) For online submissions via the e-Tender portal, submission requirements are directed by the system. Bidders must follow instructions in the Bidder's manual.

3. SIGN AND INITIAL

Bidders are required to complete and sign the Bid Forms where required and initial the bottom of all pages, drawings and brochures which are included in the submission as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.

Only original signatures will be accepted.

4. COMPLETION OF BID DOCUMENTS

Bidders must ensure that they complete all sections of the Bid Documents as per the requirements in the Bid.

Bidders must use only the Bid documents provided by Sentech. Photocopying of the Bid document is permitted however Bidders must not retype or redraft the Bid documents.

5. COSTS OF PREPARING THE BID SUBMISSION

Bidders shall bear all costs associated with the preparation and submission of the proposals. Sentech shall under no circumstances be held responsible or liable for any costs incurred during the bidding process.

6. ADMINISTRATIVE RESPONSIVENESS CRITERIA

Bidders are required to ensure that they meet all the Administrative Responsiveness Criteria.

7. BBBEE CODES AT SENTECH

Sentech complies with the codes of good practice as prescribed by the DTI, to advance Broad Based Black Economic Empowerment.

8. SUBCONTRACTING AS A CONDITION OF BID

The successful Bidder must subcontract a minimum of ____ N/A ____ % of the value of the contract to ____ (specify the designated group targeted).

9. TRANSFORMATION PLAN

A transformation plan is a record of activities an entity intends to undertake to improve its BBBEE Level through Ownership, Management and Control; Skills Development; Enterprise and Supplier Development and Socio-Economic Development.

Sentech reserves the right to request a BBBEE transformation plan with clearly defined timelines and milestones if the recommended Bidder does not meet Sentech's transformation goals. These milestones must be achieved over the term of the contract. This transformation plan must be submitted within 10 working days from the written request, failing which Sentech reserves the right to withdraw its appointment of the preferred recommended Bidder.

10. LOCAL PRODUCTION AND CONTENT

In the case of designated sectors, where in the award of Bids, local production and content is of critical importance, such Bids will contain a specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

Does this requirement fall under any designated sector as prescribed by the DTI?	Yes	Yes
If yes, specify the sector	Solar PV Components	
Specify minimum threshold applicable		
Laminated PV Modules	15%	
Module Frames	65%	
DC Combiner Boxes	65%	
Mounting Structure	90%	
Inverter	40%	

*Bidders must fill in the SBD6.2 for Local Content and Production

11. EVALUATION CRITERIA

The evaluation criteria are stipulated in 18 below. It is the Bidder's responsibility to ensure that it has responded to the evaluation criteria. Failure to meet the evaluation criteria will result in the Bidder not being evaluated further. Bidders must ensure that they have included all supporting documentation required to support their response to the Bid.

12. OBJECTIVE CRITERIA

Sentech reserves the right not to consider proposals from Bidders who are currently involved in litigation with Sentech. Sentech further reserve the right not to award this tender to any Bidder based on the proven poor record of accomplishment of the Bidder in previous projects with Sentech. Bidders

who are blacklisted or have committed any acts of fraud and/or misrepresentation of facts e.g. tax compliance, BBBEE, company financials, etc. will be eliminated from the bid.

13. AWARD OF BID/S

Sentech may appoint one or more suppliers, in whole or in part, or not appoint any supplier/s at all, and/or cancel the bid in its entirety, at Sentech's sole and exclusive discretion, in order to satisfy various needs which may be identified, and to manage certain risks associated with the supply of goods or services specified in respect of the Bid.

14. ALTERNATIVE/SUBSTITUTE PRODUCTS

In the case of contracts and/or panels which are in excess of 12 (twelve) months, Sentech shall be entitled to consider alternative products and product upgrades during the tenure of the contract and/or panel in order to accommodate new products and upgrades in the market. Bidders are required to bring all such developments to the attention of Sentech for approval. No alternative products may be supplied without Sentech's prior written approval.

15. BRIEFING SESSION

Should there be a compulsory briefing session for this Bid, Bidders must ensure that they attend the briefing session and sign the attendance register, as non-attendance or failure to sign the attendance register will automatically disqualify a Bidder from submitting a proposal for this Bid.

All questions raised by Bidders post the briefing session will be consolidated and shared with all Bidders at least seven (7) calendar days prior to closing.

16. CLARIFICATION

Enquiries related to Bid documents may be addressed to the Bid Administrator and Supply Chain Official as stated in SBD 1 Notice and Invitation to Bid.

17. BID EVALUATION METHOD

This Bid will be evaluated as described in the table below.

A Two-Envelope system will be followed for Technical and Price offer	1. Stage 1 – Administrative Responsiveness Evaluation All the Technical Proposals will be evaluated against the Administrative responsiveness requirements as set out in the List of returnable documents. 2. Stage 2 –Technical Evaluation Mandatory Criteria: All Proposals that qualify based on the administrative responsiveness requirements will be evaluated against the Mandatory Evaluation Criteria Bidders must COMPLY TO ALL the Mandatory Evaluation Criteria in order to qualify for further evaluation. A compulsory covering FORM containing general information must also be completed as part of the Mandatory Criteria requirements 3. Stage 3 - Functional Criteria: Bidders qualifying in Mandatory criteria will be evaluated against the Functional Criteria. Bidders must score 50 points or more out of a total 80 points allocated. Bidders that score less than 50 points will not be evaluated further. Bidders who obtain the required threshold points of 50 points or more will qualify for further evaluation: 4. Stage 4 – Technical Compliance Bidders qualifying in Functional criteria will be evaluated against the Technical Criteria. Bidders must score 120 points or more out of a total 170 points allocated. Bidders that score less than 120 points will not be evaluated further. Bidders who obtain the required threshold points of 120 points or more will qualify for further evaluation: 5. Stage 5 - Risk Assessment Bidders that have qualified on the basis of achieving the required evaluation score may undergo a further risk assessment and can still be disqualified from being evaluated further should the risk assessment so warrant or there are compelling and justifiable reasons to disqualify a bidder. The risk assessment will be based on any identified risks that arise out of the bidder's responses and any other risks that Sentech may identify. A physical visit and survey of the bidder's or customer's premises may be requested, as deemed necessary. Assessment of Audited Financial Statements. Bidders that qualify based on the risk assessment will qualify for further evaluation 6. Stage 6 – Price and Preference – 80/20 System Financial Proposals for Qualifying Bidders will be opened and evaluated. Bidder's financial offers and BEE certificates will be ranked according to price and preference points from the highest number of points to the lowest.
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18. ADMINISTRATIVE RESPONSIVENESS REQUIREMENTS

To be administratively responsive, Bidders must ensure that they meet all the below mentioned criteria. Bidders that do not meet all the below mentioned criteria may not qualify to be awarded the Bid. Sentech reserves its rights in respect of the below criteria.

- Complete and return all documentation stipulated in the LIST OF RETURNABLE DOCUMENTS.
- All correspondence must be in English.
- Bidders must fill in all sections of this document (where applicable).
- **BLACK INK** must be used when completing the Bid documents.
- Bidders must use only the Bid documents provided by Sentech. Photocopying of the Bid document is permitted however Bidders must not retype or redraft the Bid documents.
- All corrections must be initialled. The use of corrective fluid is strictly prohibited.
- Bidders are required to fill in and sign the Bid Forms and initial all pages, drawings and brochures which are included in the reply as Sentech will not accept any liability with regard to any disputes arising from pages that are missing or duplicated in the aforementioned documents.
- Bidders must complete an attendance register at each compulsory site meeting attended.
- Appointment of a Bidder will be subject to signing, declaration and submission of SBD 1, 3.1, 3.2,

3.3, 4, 5, 6,1, 6.2 8, and 9 depending on applicability.

- Complete and sign the Contract Data.
- Should this be a 2 envelope or 2 stage system, Bidders MUST separate the technical proposal from their financial proposal. The technical and financial proposals must be placed in two separate sealed envelopes.

19. AUTOMATIC DISQUALIFICATION

Sentech reserves the right to automatically disqualify Bidders from being awarded this Bid. The following will lead to automatic disqualification:

- Failure to submit a financial proposal, if required.
- The Bidder is or has been involved in any act of corruption or fraud or bribery or collusion or attempt to influence any employee of Sentech to award this Bid or any other Bid to it.

20. TECHNICAL RESPONSIVENESS COMPLIANCE

The Technical Evaluation will encompass evaluation of:

- Local Content Verification
- Mandatory Criteria
- Functional / Technical Criteria

21. Local Content Verification (Stage 1)

Local Content Criteria	DTi Local Content Threshold	Compliant (Indicate Yes or No)	What Proof is required to show compliance to Mandatory Eligibility Criteria
Laminated PV Modules	15%		SBD6.2 and Applicable Annexures / OR Exemption Certificate from DTi
Module Frames	65%		SBD6.2 and Applicable Annexures / OR Exemption Certificate from DTi
DC Combiner Boxes	65%		SBD6.2 and Applicable Annexures / OR Exemption Certificate from DTi
Mounting Structure	90%		SBD6.2 and Applicable Annexures / OR Exemption Certificate from DTi
Inverter	40%		SBD6.2 and Applicable Annexures / OR Exemption Certificate from DTi
NOTE: : Bidders are urged to complete SBD 6.2 and all applicable annexures or get exemption certificate from DTi.			

22. TECHNICAL EVALUATION CRITERIA

22.1 Mandatory Eligibility Criteria

The following criteria are mandatory to ALL BIDDERS:

Mandatory Eligibility Criteria	Compliant (Indicate Yes or No)	What Proof is required to show compliance to Mandatory Eligibility Criteria	Reference proof supplied by reference the page number where the information is located in your Tender submission
1. Fully Complete the compulsory covering FORM		Annexure 1	
2. PV module supplied must be Tier 1		Proof that the PV module supplied is a Tier 1.	
3. Inverter supplied must be of a known type: SMA, Kaco, Solar Edge, similar/equivalent – or approved. The following minimum certifications need to apply: (IEC61727, IEC62109-1/2, NRS 097-2-1, 2017, IEE1547, IEE1547.1, IEE1547.2)		Inverter must be certified by NRS and IEC and the Certificate of Compliance must be certified by NRS and IEC	
4. Mounting Structure proposed must be "GROUND MOUNTED" ONLY		Data Sheet and Design Drawing	
5. PV modules need to be fixed by means of anti-theft fixings		Data Sheet and Design Drawing	
6. Electrician must be registered with department of labour as a three-phase electrician (IE/MIE Number)		Registration proof to be supplied (i.e. Three(3) Phase Wireman's Licence). Expired licences won't be accepted.	
7. Contractor needs a CIDB rating of 4EP or better		Proof to be supplied (i.e. Valid CIDB registration to be supplied)	
8. Proof of ECSA Registered Professional Engineer or Technologist		Attach a valid ECSA certificate for the registered professional	
NOTE: Bidders that do not comply with all the above criteria will not be evaluated further. Annexure 1 to be fully completed. If not completed, bidders will be disqualified (i.e. Attached on this document.)			

Table 1: Mandatory Criteria

NOTE: Bidders that do not comply with all the above criteria will not be evaluated further.

22.2 Functional Criteria

Please note : Some of the points allocation are in a sliding scale format. Points will be allocated based on what the bidder has submitted. X indicate the variable submitted by the bidder.

	Evaluation scoring criteria based on compulsory covering sheet submitted	Max allowable points	Points allocation	Proof Required
1	Company experience in years	10	1-2 years = 1 pt; 3 - 10 years = 5 pts; More than 10 years = 10 pts	Please include a mix of project references from the oldest projects to newest projects
2	Company combined installed capacity (kWp)	10	Less than 300kWp = 1 pt 301kWp – 3MWp = 5 pts Above 3MWp = 10 pts	Attach project reference sheet with details of installed capacity per client/customer. NB: Indicate size/capacity.
3	Number of completed ground mounted systems	20	0=0 pt; 1=5pts; 2=10pts; More than 3=20pts	References required for ground mounted systems
4	Project timeline (Calendar Weeks) from appointment to handover	10	Sliding scale. $\{(40-x)/(40-15)*10\}$ x = proposed timelines in weeks. Base duration of 15 weeks and max duration of 40 weeks	Project implementation plan, committing to timelines to be submitted and clearly stated on the proposal.
5	Number of installations (greater than 200kWp) delivered by the team leader for this project.	10	Less than 3 = 1 pt 4 - 8 =5 pts More than 8 = 10 pts	Team leader CV should address the said installations together with reference contact details
6	Team leader relevant experience in PV Systems (years)	20	1- 2 years = 1 pt 3– 6 years = 5 pts 7 – 10 years= 10 pts More than 10 years = 20 pts	Team leader CV needs to reflect number of years and experience together with contactable references details
	Total	80	The pass mark for further evaluation is 50 or more out of 80 points. Any points scored lower than the pass mark will render the submission disqualified.	

Table 2: Functional Criteria

Total minimum qualifying functional score is 10 points. Bidders that score below 10 points will not be evaluated further.

22.3 Technical Evaluation Criteria

Please note : Some of the points allocation are in a sliding scale format. Points will be allocated based on what the bidder has submitted. X indicate the variable submitted by the bidder.

	Item Description	Score	Comments	Proof required
1	Stage 4 – Technical evaluation based on Annexure 2 - Returnables and submitted drawings/specification sheets	100	1. If 70-80% of the sheet is completed = 80 points 2. If more than 80-90% = 90 points 3. if more than 90%- 100 points	
2	Concept Design			
2.1	Design detail [50]			
a	Lightning protection design evidence: <i>-Design drawing of site layout showing finials/masts coverage</i>	2	If drawing is submitted full marks, No Drawing-0	Submit Drawings
	<i>-Design drawing of site layout showing bonding to the proposed earth ring/mat</i>		If drawing is submitted full marks, No Drawing-0	Submit Drawings
b	PV panel site layout	1	If drawing is submitted full marks, No Drawing-0	Submit Drawings
c	System ~ 200kWp AC=190kVA	4	Determined from PV panel Site layout. If 200kWp full marks	Submit Drawings
d	Walkways with adequate means of servicing PV modules	1	If highest panel is higher than 1,8m a description needs to be given of how to service that panel. Annexure 2 - returnables	Submit Drawings
e	Inclination	7	$0 < \text{incl} \leq 25^\circ (x/25 \times 7)$; $\text{incl} > 25^\circ$ (full marks) x = angle of inclination submitted by the bidder.	Submit simulation
f	Azimuth	7	$\text{Azim} = 0^\circ (7)$; $0 < \text{Azim} \leq -22,5^\circ (4)$; $-22,5^\circ < \text{Azim} \leq -45^\circ (2)$; $\text{Azim} < -45^\circ (1)$	Submit simulation
g	PV support structure drawing	1	If drawing is submitted full marks, No Drawing-0	Submit Drawings
h	Monthly energy yield simulations	1	If drawing is submitted full marks, No Drawing-0	Submit Drawings
i	Monitoring schematic	1	If specification document is submitted, full marks, No Drawing-0	Submit Drawings
j	Specific Production (kWh P50/kWp)	25	$(x-1450)/(1600-1450) \times 25$; If >1600 kWh/kWp (full marks) x = specific production submitted by the bidder.	Submit Drawings
		50		
2.2	PV Module [10]			
a	Module efficiency	4	Module efficiency taken from Spec sheet. $(x-19)/(21-19) \times 4$; If spec sheet is not submitted = 0 x = efficiency submitted by the bidder.	Attach spec sheet
b	Product warranty	4	Above 12years product (4); 10 - 11, years product (2); 5 -9 years product (1)	Attach spec sheet from Manufacturer
c	Output Performance warranty	2	Equal to or above 25 year perf. (2); 15 - 24 year perf. (1.5); 10 -14 year perf (0.1)	Attach spec sheet from Manufacturer

	Item Description	Score	Comments	Proof required
		<u>10</u>		
2. 3	Inverter [10]			
a	European efficiency	4,5	Inverter efficiency taken from Spec sheet. $(x-96)/(100-96)*4,5$; If spec sheet is not submitted = 0 x = efficiency submitted by the bidder.	Attach spec sheet
b	Submitted warranty	4,5	Above 5 years tendered (4,5); Equal to 5 years tendered (2); Less than 5 years tendered (0,1)	Attach spec sheet
c	IP rating	1	Above or equal 65 (1); 5x (0,2); Less than or equal to 4x (0,1)	Attach spec sheet indicating IP rating
		<u>10</u>		
	Total score = <u>170</u> The pass mark for further evaluation is 120 or more out of 170 points. Any points scored lower than the pass mark will render the submission disqualified.			

22.4 Risk Assessment

All bids that meet the minimum qualifying score for technical evaluation may undergo a risk assessment based on the following framework:

- Any aspects that emanate from the bidders individual responses
- Any information received from past references
- Site Visit of similar work done
- Assessment of Financial Statements

Sentech may disqualify bidders based on the outcome of the risk assessment.

23 Evaluation of Price and Preference

This Bid will be evaluated on a points system based on weighted average score for Price and Preference as per Preferential Procurement Framework Act of 2000 (Act 5 of 2000).

24 Preference Point allocation – 80/20

Sentech will award preference points as follows:

Goal	Points	Evidence required
Historically disadvantaged by unfair discrimination on the basis of Race	10	A valid BBBEE Certificate showing at least 51% black ownership
	5	A valid BBBEE Certificate showing at least 25.1 – 50% black ownership
	3	Black owned company showing at least 5 – 25% black ownership
	0	Below 5%
Historically disadvantaged by unfair discrimination on the basis of Gender (women)	8	A valid BBBEE Certificate showing at least 51% women ownership
	4	A valid BBBEE Certificate showing at least 25.1 – 50% women ownership

Goal	Points	Evidence required
	2	A valid BBBEE Certificate showing at least 5-25% women ownership
	0	A valid BBBEE Certificate showing at less than 5% women ownership
Historically disadvantaged by unfair discrimination on the basis of disability	2	A doctor's note confirming disability, confirmation of disability from the Department of Labour, BEE certificate or equivalent confirmation
Total Points	20	

The following formula will be used to calculate the points for price.

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

Where:

P_s = Points scored for price of bid under consideration
 P_t = Rand value of bid under consideration
 P_{min} = Rand value of lowest acceptable bid

26. Declaration of Authority

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of this Bid Data is understood and all requirements will be adhered to.

Name of Bidder	Signature	Date	Designation

ANNEXURES

1. ANNEXURES

1.1. Annexure 1 – Compulsory Cover Sheet (To be Completed)

1. Company Name:

2. Main Contact person and contact details

3. Company experience in PHOTO VOLTAICS (Years)

4. Number of plants designed and fully installed. Also indicate the Energy Producing Capacity of each completed installation in (Watts i.e. KW, MW).

5. Single biggest successfully installed PV system (kWp, Name, Value (R); year completed, Reference)

6. Number of installations greater than >200kWp delivered by the proposed team for this project

7. Successfully completed ground mounted PV system. (Not Carport or rooftop) (Size kWp, Location, Value R)

8. Type of Modules proposed (Name, Size, Technology)

Name	
Size (kWp)	
Technology (poly, mono, thin film)	
Is it a Tier 1 panel	

9. Type of inverters proposed (Name, Size)

Name	
Size (kW)	
Minimum Mandatory Certifications (Proof needs to be supplied in returnable)	
	Tick if adhered to
IEC 62109-1/2	
IEC 61727	
NRS 097-2-1 (2017)	
IEEE 1547	
IEEE 1547.1	
IEEE 1547.2	

10. Type of Mounting structure (Is it ground mounted? Name, type of material)

11. Size of Plant proposed (kWp & kVA AC)

12. First year yield (P50 MWh and P90 MWh)

13. Proposed monitoring system

14. Installation/Project timeline (Calendar weeks including lead times)

15. Leadtime of Modules

16. Leadtime of Inverters

17. Proposed anti-theft fixing measures (spec sheet to be included in returnables)

18. Proposed solution to reduce the risk of veld fires damaging the PV plant (Small write up)

19. Is the installation electrician a qualified three phase installation electrician? (Proof to be submitted in returnables)

20. Electrical contractor must be registered with the CIDB and have a rating of 4EP or better. Please provide rating below. (Proof to be submitted in returnables)

Annexure 2 – Compulsory returnables schedule (To be completed)
STAFF AND COMPANY INFORMATION

Any information not declared below for which reason whatsoever might put the contractor at a disadvantage during adjudication stages

Address of Company		
Number of full time technical staff employed		
Number of full time technical staff to be assigned to the project		
Number of full time South African technical staff to be assigned to the project		
How long has your company been in the PV industry?		
Company's first successfully installed PV system		
Installed PV capacity [kWp]	Project Value	Reference
Five large (>200kWp) installations completed in the last 5 years		
Installed PV capacity [kWp]	Project Value	Reference
Three ground mounted installations completed (Not carports)		
Installed PV capacity [kW]	Project Value	Reference
Team Leader Details		
Name:		
Team leader years' experience in PV		
Team leader number of installations >200kWp		

The project requires a high level of internal project management to interface to the Professional Project Team. Installation team shall be required to attend weekly site meetings.
 How do you intend to satisfy this requirement?

PROJECT PROGRAM

Please provide estimated start and completion dates for the project. Furthermore, provide a detailed installation programme.

Project milestone dates	
START DATE	
HANDOVER DATE	
DURATION - FROM LETTER OF INTENT TO HANDOVER (CALENDAR WEEKS)	

INSTALLATION INFORMATION

Specification sheet to be included. If it is not included it might put the contractor at a disadvantage during adjudication stages

Support structure

Support Structure (Specification sheet to be added)	
STRUCTURAL SHAPE (TUBULAR/ANGULAR STEEL)	
CORROSION PROTECTION AND UV PROTECTION	
WIND STABILITY OR MAXIMUM WIND SPEED (KM/H)	
WEIGHT PER M ²	
INSTALLATION METHOD (EG: ASSEMBLED ON SITE, PRE-ASSEMBLED AND RIGGED INTO POSITION, ETC.)	
MODULAR OR STAND-ALONE SYSTEM (ARE THE SUPPORT STRUCTURES MODULAR, DO THEY CLIP TOGETHER OR IS SUPPORT STRUCTURE CUSTOM MADE, ETC.)	
DURABILITY AND LIFESPAN IN YEARS	
INCLINATION TO THE HORIZONTAL	
DIMENSIONS	
IF HIGHEST PART OF STRUCTURE IS HIGHER THAN 1.8M PLEASE PROVIDE A DESCRIPTION AS TO HOW THESE PANELS WILL BE SERVICED	

Anti-theft connectors

Anti-theft connectors (Specification sheet to be added)

DOES THE FIXING INCLUDE THE CLAMP OR IS IT ONLY THE NUT/BOLT FOR FIXING THE PV MODULE TO THE SUBSTRUCTURE	
CORROSION PROTECTION AND UV PROTECTION	
MANUFACTURER	
MATERIAL (STAINLESS STEEL, GALVANISED ETC.)	
WARRANTY/GUARANTEE	

Fence

Clearvu fence or similar -High security level (Specification sheet to be added)

MANUFACTURER NAME	
CORROSION PROTECTION AND UV PROTECTION	
MATERIAL (STAINLESS STEEL, GALVANISED ETC.)	
WARRANTY/GUARANTEE	

Electric fence

Electric fence (Specification sheet to be added)

MANUFACTURER NAME OF ENERGIZER	
ENERGIZER JOULE OUTPUT	
WIRE MATERIAL (STAINLESS STEEL, GALVANISED ETC.)	
HIGH TENSILE WIRE?	
THICKNESS OF WIRE	
TYPE OF INSULATORS	
ENERGIZER WARRANTY	
SYSTEM WARRANTY	

PV Module

PV Module (Specification sheet to be added)

PEAK POWER (PMPP)	
OPEN CIRCUIT VOLTAGE (VOC)	
SHORT CIRCUIT CURRENT (ISC)	
MAXIMUM POWER VOLTAGE (VMPP)	
MAXIMUM POWER CURRENT (IMPP)	
MAXIMUM SYSTEM VOLTAGE	
WORKING TEMPERATURE RANGE	
HAILSTONE IMPACT	
MECHANICAL CHARACTERISTICS	
DIMENSION (LENGTH X WIDTH X DEPTH)	
WEIGHT	
CONNECTOR TYPE AND MANUFACTURER	
JUNCTION BOX TYPE AND MANUFACTURER	

CELL (POLY CRYSTALLINE OR MONO CRYSTALLINE) AND SIZE	
NO. OF CELLS AND CONNECTIONS PER PANEL	
TEMPERATURE/COEFFICIENTS	
TEMPERATURE COEFFICIENT VOC	
TEMPERATURE COEFFICIENT ISC	
TEMPERATURE COEFFICIENT PMPP	
QUALITY ASSURANCE	
DUST REDUCTION FACTOR	
IEC/ISO/SABS CERTIFICATION	
PRODUCT WARRANTY/GUARANTEE [PANEL, JUNCTION BOX]	
PERFORMANCE WARRANTY/GUARANTEE [INCLUDE POWER DEPRECIATION GRAPH AS A FUNCTION OF TIME FOR A 25 YEAR PERIOD]	
AFTER SALES SUPPORT AVAILABILITY FOR PANEL	

Inverter

Inverter (Hybrid) (Specification sheet to be added)

ELECTRICAL CHARACTERISTICS	
RECOMMENDED POWER FROM PV ARRAY (kWp)	
OUTPUT POWER FROM INVERTER	
AC NOMINAL VOLTAGE	
NOMINAL FREQUENCY	
MAXIMUM LINE CURRENT	
AC CURRENT DISTORTION (% THD)	
OPEN CIRCUIT MAXIMUM VOLTAGE	
INVERTER EFFICIENCY (MAXIMUM)	
MECHANICAL CHARACTERISTICS	
DIMENSION (LENGTH X BREADTH X WIDTH)	
WEIGHT	
IP RATING	
OPERATING TEMPERATURE RANGE	
COOLING SYSTEM	

SAFETY	
IN BUILT PROTECTION FUNCTIONS	
SELF-MONITORING SYSTEM AND ALARMS	
QUALITY ASSURANCE	
IEC/ISO/SABS CERTIFICATION	
PRODUCT WARRANTY/GUARANTEE	
PERFORMANCE WARRANTY/GUARANTEE	

Please provide any particular plant room requirements if the inverter specified needs to be inside. Submission must include details of space requirements and ancillary services needed.

SCADA

SCADA System (Specification sheet to be added)	
Displayed Parameters	
ARRAY VOLTAGE - VDC (V)	
GRID VOLTAGE - VAC (V)	
ARRAY CURRENT - IDC (A)	
GRID (INJECTED) CURRENT - IAC (A)	
ARRAY POWER - PDC (W)	
GRID (INJECTED) POWER - PAC (W)	
MODULE TEMPERATURE - T _{MODULE} (°C)	
AMBIENT TEMPERATURE - T _{AMB} (°C)	
SOLAR RADIATION - (W/M ²)	
WIND SPEED (KM/H)	
ALARMS	
FUNCTIONALITY	
DATA LOGGING CAPABILITY WITH A USER FRIENDLY GUI AND AUTOMATED REPORT GENERATION CAPABILITY.	
COMMUNICATIONS INTERFACE (ETHERNET, INTERNET, DIAL UP ACCESS, GSM)	
SMS ALERTS	

8	Estimated annual production of energy (P50 and P90)	P50: P90:
9	Producibility (kWh/kWp)	
10	Connection to the grid	Three phase low voltage
11	Voltage supply	400V

The table as shown above must be completed by the Solar Contractor.

CHECK SHEET

Check sheet for drawings/schematics to be submitted

			Where can this info be found
		(Y/N)	
1	PV panel site layout		
2	Earthing and lightning protection drawing		
3	Antitheft fixing specification sheet		
4	Clearvu or similar specification sheet		
5	PV module specification sheet		
6	Inverter specification sheet		
7	PV support structure drawing/specification sheet		
8	Monthly energy yield simulations		
9	P90 and P50 yield graphs (probability distribution)		
10	Veld fire prevention/control explanation		
11	Monitoring specification sheet		
12	DC schematic		
13	AC schematic		
14	Monitoring schematic (including all items measured from weather station)		
15	Electric fence energizer spec sheet		
16	Project plan/timeline		
17	Proof of Registration with department of labour (As three phase electrician)		
18	Proof of CIDB rating		
19	Surge protection specification sheet		
20	Latest tier 1 PV module list		
21	BBBEE certificate		

TABLE 1: REFERENCES

Please complete the customer reference table and relevant Contact telephone number and attach reference letters.

Customer		Service Provided	Contact Person	Contact no.	tel.	Contractual commencement date	Contractual completion date
1							
2							
3							
4							

5						
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Name of Tenderer	Signature	Date