

## Specification of Works

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<b>Provision of Renewable Energy Supply Systems for Six Regional Hub Offices in Lesotho, in Support to Integrated Catchment Management Programme.</b>	<b>Project number/ cost centre:  18.2194.1-005.00</b>
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### 1. Context

Integrated water resource management (IWRM) is of utmost importance to the Orange-Senqu River Basin and the SADC region at large. Lesotho is the “water tower” of the region. All water related interventions in Lesotho are therefore transboundary in nature and have an immediate impact downstream. Lesotho is a signatory to the SADC Treaty and the Revised Protocol on Shared Watercourses (2000) as well as a founding member of the Orange-Senqu River Commission (ORASECOM).

The German Federal Ministry for Economic Cooperation and Development (BMZ) has been supporting the SADC water sector for several years through the programme “Transboundary Water Management in the SADC region” (TWM) implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ). The fifth phase of TWM runs from 01/2020 to 12/2023 and includes a major component co-financed by the European Union (EU) in Lesotho. The programme “Support to Integrated Catchment Management (ICM) in Lesotho” - referred to in the following as “the ICM programme” or “the Action” - was agreed between the Government of Lesotho and the EU Delegation to the Kingdom of Lesotho in the Financing Agreement signed in April 2019.

The Overall Objective of the Action is: “ICM facilitates socio-economic development and adaptation to climate change in Lesotho”, while the Specific Objective runs: “ICM institutionalised and under full implementation in Lesotho, based on gender equality and climate adaptation principles”.

The Action is establishing six regional offices in strategically selected locations to support decentralized catchment management in Lesotho. Four of the six offices will transition to long-term catchment management offices.

The Action is managed by a GIZ team together with counterparts from the GoL’s national ICM Coordination Unit (ICU).

### 2. Tasks to be performed by the contractor

- Design, supply and install Renewable Energy Supply Systems for 6 Regional Hub offices in six sub-catchments areas of Lesotho as detailed in the annexed Bill of Quantities.
- Assess and determine best combination of Renewable Energy Supply Systems depending of the different conditions in the selected areas. This will require assessments of energy requirements, solar energy potential at the office locations and wind power generation potential for each of the locations.
- Supply and install all materials needed for the provision of energy requirements including security lights around the compounds.
- Electrical installations for the renewable energy supply systems in the new and refurbished buildings.
- Other detailed works in the BoQ’s.

GIZ is seeking to procure the services of an experienced and reliable Renewable Energy Supplier/Company to implement the installation of a renewable energy systems on and off grid identified by the programme in all six regional hubs. The company will work under the supervision of the GIZ construction team.

The energy component of the project will be implemented between September and December 2022, with a total of 6 offices in 6 towns: Mokhotlong, Hlotse, Thaba Tseka, Mafeteng, Ha Moitsupeli and Maseru.

The work contracts will be awarded through a competitive selection process where the bidders must clearly demonstrate through completion of a questionnaire with supporting documents and completed Bills of Quantities, extensive contextual experience in the supply of Renewable Energy Systems, sustainable capabilities, technical proficiency and competency, in addition to the adherence to required local and international energy codes, good practices in the provision of the mentioned services.

Please noted that the supplier will have to submit quotations based on three different options:

1. **Full off-grid Solar Energy Supply System and**
2. **Grid-tied hybrid system with 12 hours battery backup**
3. where feasible, **Full off-grid combined solar and wind power Energy Supply System**

As well there are different requirements for different locations. Companies are requested to submit proposals as outlined in the tables below;

### 3. Locations and Regions

Regional Hub Property	Town	South	East	Requirements	Quotations
<b>Hlotse</b> Local Government	Hlotse	-28.863557	28.057412	Total energy requirements met	Off-grid Grid-tied hybrid with backup
<b>Khubelu</b> Principal Chief's Office	Mokhotlong	-29.300102	29.034701	Total energy requirements met	Off-grid Grid-tied hybrid with backup
<b>Senqunyane</b> National University of Lesotho	Thaba Tseka	-29.52286	28.60826	Total energy requirements met	Off-grid Grid-tied hybrid with backup
<b>Likhetla</b> District Council	Mafeteng	-29.821691	27.247757	Total energy requirements met	Off-grid Grid-tied hybrid with backup

Regional Hub Property	Town	South	East	Requirements	Quotations
<b>Makhalaneng</b> Ministry of Gender	Moitsupeli	-29.560513	27.755947	12 hours back- up system	Grid-tied hybrid with backup
<b>Maletsunyane</b> Ministry of Agriculture	Semonkong	-29.840125	28.061694	12 hours back- up system	Grid-tied hybrid with backup
<p><b>Please refer to the annexed Bill of Quantities.</b></p> <p><b>Total energy requirements met: Off-grid / Grid-tied hybrid with backup. This have to be calculated according to the location and solar radiation in different times of the year.</b></p>					

#### **4. Renewable Energy Supply of:**

The supply and installation of renewable energy systems identified consist mostly of energy supply for offices including office equipment (computers, printers, etc.) as well as kitchen equipment (fridge, electric kettle, etc.)

An assessment of the requirements must be provided by the supplier after a comprehensive study of the BoQ provided by GIZ.

Recommendations of better practices and detailed needs will be required to the supplier in order to comply with energy requirements for the different offices (on site assessment needed) The supply of a renewable energy system comprises office's needs, security lights, guard rooms lights and others detailed in the annexed Bill of Quantities.

The contractor will work in very close coordination with the GIZ construction unit and all works will be supervised, monitored and approved by the construction team.

#### **5. Duties & Responsibilities:**

- Ensure that the works are commenced on time and the time schedule of all activities are respected (workplan with time schedule to be submitted together with the technical proposal).
- Preparation of workplans for each allocated site.
- The selected contractor shall mobilize the resources within one week after signing the work contract.
- Based on the prepared workplan (critical, parallel and sequential works), the contractor shall execute multiple works simultaneously for saving time during construction. All sites have to be implemented simultaneously.
- Contractors on site are adhering to the terms of the construction contracts.
- The site shall be free of debris and hazardous materials/objects. The contractor should exercise all safety measures for its workers and visitors.
- The debris from any activity shall be removed from the sites and disposed off in safe areas designated by Community Leaders and/or local municipalities.
- The contractor is responsible for maintaining pollution/contamination free surrounding Environment.
- The contractor shall display and follow both workplan and resource plan for each site.
- Ensure the deployment of qualified and well experienced managers and site engineers, sites supervisors/foreman to be present at all sites.

- Preparation of delivery plan of materials based on the needs at the sites to ensure that no activities are stopped due to shortage of materials, machines or man-power.
- All materials are properly stored at sites to prevent deterioration.
- Any materials or works that do not conform to the approved specifications, shall be rejected and the contractor shall be responsible for removing/dismantling the rejected materials/works immediately from the site.
- No variations will be accepted without prior approval by GIZ construction team. In case of any variations, the contractor shall inform the GIZ Engineer in charge for the site who will evaluate the cost and time implications prior to the variations. Approval shall be granted by GIZ in writing before any variations are implemented.
- The contractor shall repeat/reconstruct the rejected work at his own cost. Refusal of this instruction will lead to immediate termination of contract.
- Ensure that all required safety & security measures are in place and are respected at all times during the entire implementation period.
- A Log-Book for each site shall be maintained for comments and recommendations by visitors.
- The contractors shall allow unlimited access to the sites for the GIZ staff and its partners.
- The GIZ supervision engineers will monitor the activities and coordinate with the contractor on a periodical basis to ensure that quality standards and timelines are maintained.
- Given the remoteness of the project areas, the contractor and its workers will strictly adhere to local, ethical and social norms. They must deal with all people impartially and equally regardless of sex, religions, ethnic groups, social orientation and origin.

## 6. Timeframe

Activity	Date from contract award
Appointment of contractors	+0 months
Designs for each of the six sites	+ 0.5 months
Supply and delivery of system components	+2.0 months
Installation and testing	+ 4.0 months
Handover of sites	+ 4.0 months

## 7. Qualifications required

- The contractor must be a member of a relevant professional association.
- The contractor must demonstrate experience and proficiency in carrying out assignments of similar nature and complexity. A minimum record of 3 similar projects must be provided in the attached questionnaire in the form of a list with contact details of previous clients.
- The contractor shall demonstrate the capacity to deploy sufficient number of qualified personnel when required.

### **Professional Experience:**

- Related work experience on similar works.
- Experience should include working in rural areas relating to the sector mentioned, with sensitivity on the involvement of the communities targeted.

- Experience in dealing with government bodies and/or international cooperation organizations.

**Other experiences and skills:**

- The staff deployed to the sites must have good knowledge of English language.
- Technical supervisors/foremen must have proven experience in the field of electrical construction site management.

**8. Other specific requirements (very important)**

- The contractor shall ensure that its staff/workers are adequately supported and equipped. In particular, it must ensure that there is sufficient material provisions and equipment to enable staff to concentrate on their primary responsibilities to support the delivery of tasks under the contract and to ensure that the employees are paid regularly and in a timely fashion.
- All essential core staff of the firm shall have acceptable communication skills both spoken and written in English language.
- No equipment will be purchased by GIZ as part of this contract. Any equipment related to this contract which is to be acquired by the contractor for executing the required tasks, must be purchased by contractor's own means.

**9. Payments to the successful contractor**

The following payments will be made to the contractor in three instalments:

- **Advance payment** based on a bank guarantee
- **First payment** upon request for the actual work performed and following approval of the energy system designs. Different options of Renewable Energy Supply Systems are produced, documented by the contractor and accepted by GIZ.
- **Interim payment** upon request after the delivery to the sites of all components and materials needed to complete the works.
- **Final payment** at the end of the contract period upon approval of all final completion of the works and testing of the Renewable Energy Supply Systems. Payment of the full value of the work performed, minus all interim payments.

**10. Requirements on the format of the bid**

The structure of the bid must follow the structure given below. It must be legible (font size 11 or larger) and clearly formulated. The bid is drawn up in English.

**Complete the questionnaire** provided with the tender documents.

**Your Annex A.** Provide a description or brochure of the company background and experience:

**Your Annex B.** A Work schedule with work steps must be provided.

**Your Annex C.** Provide Curriculum Vitae (CV) of key staff to be deployed to the construction sites and listed in the questionnaire.

- Key qualifications (Give an outline of your experience and training most pertinent to tasks on assignment. Describe degree of responsibility held on relevant previous assignments and give dates and locations)
- Education (Summarize college/university and other specialized education of staff member, giving names of schools, dates attended, and degrees obtained)
- Languages (For each language indicate proficiency: excellent, good, fair, or poor in speaking, reading, and writing). Include level of proficiency.

**Your Annex D.** Provide explicit information for at least 3 reference projects or assignments that relate to:

- General electrical works.
- Experience on design and implementation of Renewable Energy Supply Systems.
- Experience in rural areas of Lesotho.

**Your Annex E.** Certified copies of required documents listed in the questionnaire.

### **Financial proposal (Priced Bill of Quantities)**

The financial proposal must include all costs for assessment, design, supply and installation of the alternative renewable energy supply systems specified in Section 3.

For preparation of the financial proposal, please refer to:

- Attached detailed Bill of Quantities.
- Point No. 9 of this document (Payment to the successful contractor).
- Geographical locations of installation sites.

- Please submit your proposal (technical and price proposal) in separate files/folder to [ZA\\_Quotation@giz.de](mailto:ZA_Quotation@giz.de) no later than **18.11.2022**, all documents must be in PDF.
- Please do not mention any price for this measure on your cover letter/Technical proposal.
- Please submit your tax clearance certificate with the bidding documents.
- Please submit your price proposal in LSL.
- Our General Terms of Conditions (attached) shall not be changed/amended should you be the winner of this tender. These General Terms and Conditions will form part of the contract should you be awarded this contract. By submitting your proposal we will conclude that you have read and accepted these terms and conditions.
- Bidders are not allowed to communicate directly with any other person regarding this bid other than the procurement official/s. Failure to comply with this requirement may lead to your bid being disqualified.
- Bidders must strictly avoid conflicts with other assignments or their own interests. Bidders found to have a conflict of interest shall be disqualified. Without limitation on the generality of the above, Bidders, and any of their affiliates, shall be

considered to have a conflict of interest with one or more parties in this EOI and tender process, if they:

- a) are or have been associated in the past, with a firm or any of its affiliates which have been engaged by GIZ or the Interim Supply Chain Management Council to provide services for the preparation of the design, specifications, Terms of Reference, cost analysis/estimation, and other documents to be used for the procurement of the services in this selection process;
- b) were involved in the preparation and/or design of the programme/project related to the services requested under this EOI and tender;
- c) are serving or have been serving in the past three months in the structures of the Interim Supply Chain Management; or
- d) are found to be in conflict for any other reason, as may be established by, or at the discretion of GIZ.

- In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to GIZ, and seek GIZ's confirmation on whether or not such a conflict exists.

- Similarly, the Bidders must disclose in their proposal their knowledge of the following:

- a) if the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel are family members of GIZ staff involved in the procurement functions and/or the Interim SCM Council or any Implementing partner receiving services under this EOI or tender; and
- b) all other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices.

- **Failure to disclose such an information may result in the rejection of the proposal or proposals affected by the non-disclosure.**
- **Questions & Answers will be placed on the link provided.**
- **Bids sent via Dropbox and WeTransfer will not be accepted.**