

# REQUEST EXPRESSION OF INTEREST FROM AGENCIES FOR SETTING UP SOLAR TECHNOLOGY APPLICATION CENTRES (STAR CENTRES) IN ISA MEMBER COUNTRIES

## Background

Recognizing the urgent need to support the developing countries (ISA members) with high potential for solar technology deployment, the ISA Assembly agreed to establish an international network of STAR C (Solar technology Application Resource Centre). The overarching objective of the STAR C initiative is to provide solar technology and application resourcing services to Member Countries so that these countries can achieve the ISA's vision of scaled up and accelerated large scale deployment of solar energy to meet the respective countries' priority energy access, energy transformation and energy security.

ISA aims to have a number of STAR centres across the globe acting as a shared facility that provides capacity for deployment of solar energy applications and research, business modelling, incubation, training, standardization and testing engaging faculty members from different disciplines/ institutes of excellence and provide/use shared facilities, labs, testing centres etc.

To have accelerated impact, ISA aims to strengthen the existing regional and national level infrastructure, mainly institutes, training centre and facilities performing one or more functions. ISA member countries can build upon the existing institutes or set up new institution as a STAR- Centre.

Through this EoI, ISA intends to empanel agencies for facilitating the establishment of the STAR centres in ISA member countries. The selected agencies will act as an aggregator of services (Civil, Electrical, Trainings) and products (Equipment and Instruments including warranty and maintenance) for successful establishment of the STAR centres. The details of services and products to be provided by the selected agencies are given below.

## A. REFURBISHMENT OF INFRASTRUCTURE

Perform the assessment of the space allocated in the host institution for establishment of STAR centre

- Consult with National Focal Point and the STAR Centre coordinator on the drawing and space layout.
- Develop the final drawings and room layout in close consultation with National Focal Point and the STAR Centre coordinator
- Purchase /ordering and delivery of construction materials

### CIVIL WORK

- Refurbish the space allocated for STAR Centre
  - Training room
  - Equipment and instrumentation room
  - Meeting room
  - Storage Room

## **ELECTRICAL AND SECURITY**

- Supply and installation of electrical and Local Area Network (LAN)
- Supply and installation of Ceiling, flooring and Painting (only refurbishment)
- Supply and installation of security system

## **B. EQUIPMENT AND INSTRUMENT FOR TRAINING AND TESTING (With warranty of the product and one year maintenance)**

### **Training**

- Solar PV module packs
- Mounting support structure
- Weather resistant HDPE junction box
- Inverter (hybrid)
- Batteries
- Battery main switch
- Battery cable with fuse
- Battery rack
- PV Standard 4 connector
- Ground fault circuit breaker
- Earthing kit
- PV Solar Energy Advanced Trainer
- Solar Energy Demonstrator

### **Measurement**

- Solar instrumentation box (tool kit)
- Vernier caliper
- Digital multimeter
- Clamp meter
- Pyrometer
- Spectroradiometer
- Wind speed sensor
- Measuring tape
- Water level
- Compass
- Pathfinder
- Cable cutter
- Outdoor HD camera

### **Quality and Testing**

- Insulation test
- IV Curve Tracer
- Four-Quadrant Bipolar Power Supply for PV I-V curve analysis
- IR Camera
- 3-axis gimbal
- DAQ device with 8 SE simultaneous analog inputs

- Ethernet Adapter
- AC Unit for cooling

#### **Consumables**

- Cables
- Soldering iron and plugs
- PPE kit

A detailed list of the technical specifications and notes will be provided as per the requirement from each country (requirements can be varied subject to emerging solar technologies)

### **C. TRAINING**

ISA intends to deliver trainings on solar energy in different member countries based on the requirement, both online and in person. The empanelled agency will organise trainings in ISA member countries by sharing scope of work and soliciting financial quote as per the kind of training required.

The roster is open to trainers (agencies) with various levels of thematic and training experience (both online and offline). The agency will use its own training modules for the training purposes. In particular, we are seeking expertise to train stakeholders (Government officials/technicians/financial institutions/project managers, engineers etc.) in ISA member countries (Please see the ISA [www.isolaralliance.org](http://www.isolaralliance.org) website for list of countries) on following topics:

- General Aspects of solar energy
- Different Solar Energy Technologies, operations, costing and Applications
- Solar Energy Application Case studies
- PV Modules and components
- Radiation measurement, solar path
- Solar power electronics and instrumentation
- Module array, Inverter, wiring, metering etc.
- Storage systems, converters, charge controllers, phase selection etc
- Site assessment, energy demand, solar sizing, load measurement
- Mounting for off grid and Integration (Rooftop, Minigrid)
- Specifications, Standards, Performance Benchmarks, Testing and Certification Protocols
- Solar Installation, Operation, Off Grid (Minigrid, Rooftop, Standalone and allied use)
- Different solar applications- Residential, Rural Productive Use
- Protection And Maintenance-
- Designing Grid Connected Solar Parks
- Grid integration, stability
- Project Development (Large Scale)      Grid planning and stability      Transmission,
- Net metering and Data monitoring      Solar Power Plant Substation and switchyard.
- Protection, earthing, lightening etc
- Designing Land based, Floating, roof top solar plants
- Solar energy economics- Economic Rationale, Market economics
- Project risk assessments for financing and insuring
- Feasibility Report / Detailed Project Report for Solar Photovoltaic Projects
- Techno-Commercial appraisal of Solar Photovoltaic
- Solar project financing and business modelling. PPA, BOO, RESCO, FIT
- Procurement of systems

- Power procurement- Grid Connected, Trading
- Legal aspects and liability issues (Land agreements, Maintenance agreements, Ownership, Disposal etc.)
- Policies and regulations
- Corporate energy policy, Strategy and roadmap

Once sent, your application will be reviewed by the ISA team consisting of thematic area experts as well as training design and delivery experts. If your application is successful, your profile will be included in the ISA pool of agencies and you will be contacted in the case there is a matching project or opportunity. Please, note that we do not guarantee immediate assignment. ISA reserves the right to select the agency and offer the training assignment/s. ISA also reserves the right to advertise requirement independently based on the requirement.

In case of a consortium, one lead agency should be identified which will be responsible for quality of product and service delivery. The contract will be signed with the lead agency only.

To be eligible for the empanelment, the organisation should have

1. The agency or the consortium partners (jointly or independently) should have previous experience of offering services and products as outlined in the scope of work. (Submit the copy of work order for similar assignments handled jointly or independently).
2. The agency should have the presence in the region where they are submitting their expression of interest.
3. The agency should have minimum average annual turnover of US\$ hundred Thousand for the last 3 years- Jointly of consortium partners or independently. (Balance sheet or statement endorsed by the organisation of last 3 years).

#### **Documents to be submitted for empanelment consideration**

- Eligibility against the three criteria listed above.
- Filled templates given as annexure.

#### **Indicative timelines**

Call for Expression of Interest issue date	1 <sup>st</sup> March 2023
Deadline for submissions of interest by agencies	20 <sup>th</sup> March 2023
Deadline for requests of additional information/ clarifications	27 <sup>th</sup> March 2023

Review of submissions	1 <sup>st</sup> Week of April 2023
Notification of results communicated to agencies	3rd Week of April 2023
Sharing of scope of training in ISA member country/ies with empanelled agencies, requesting quotations for training.	Based on the requirement received from member countries.
Receive quotations from the empanelled agencies, review of the quotations	One week
Award of contract based on the lowest quotation received from the empanelled agencies.	One week from receiving the quotations.
Initiation of training	2 weeks from award of the contract

### **Exclusion criteria**

Submission which:

1. are not sent before the specified deadline
2. do not include all required documents duly completed and signed or do not comply with specifications set in this Call for Expression of Interest
3. are not submitted in English

will be excluded from the selection process

### **Period of empanelment**

1<sup>st</sup> May 2023 to 31<sup>st</sup> December 2024

**ANNEXURE**

1. **Basic Information**
2. **Relevant Experience**
3. **Financial Standing**
4. **CVs of Trainers**
5. **Mapping expertise against the 30 thematic areas**

**Basic Information**

<b>Legal name of Bidder</b>	[Complete]
<b>Legal address</b>	[Complete]
<b>Year of registration</b>	[Complete]
<b>Bidder’s Authorized Representative Information</b>	Name and Title: [Complete] Telephone numbers: [Complete] Email: [Complete]
<b>Are you a UNGM registered vendor?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, [insert UGNM vendor number]
<b>Are you an ISA vendor?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Countries of operation</b>	[Complete]
<b>No. of full-time employees</b>	[Complete]
<b>Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):</b>	[Complete]
<b>Does your Company hold any accreditation such as ISO 14001 related to the environment? (If yes, provide a Copy of the valid Certificate):</b>	[Complete]
<b>Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)</b>	[Complete]
<b>Contact person ISA may contact for requests for clarification during Proposal evaluation</b>	Name and Title: [Complete] Telephone numbers: [Complete] Email: [Complete]

**Please attach the following documents:**

- Company Profile, which should not exceed fifteen (15) pages, including printed brochures and product catalogues relevant to the goods/services being procured
- Certificate of Incorporation/ Business Registration
- Tax Registration/Payment Certificate issued by the Internal Revenue Authority evidencing that the Bidder is updated with its tax payment obligations, or Certificate of Tax exemption, if any such privilege is enjoyed by the Bidder
- Trade name registration papers, if applicable
- Local Government permit to locate and operate in assignment location, if applicable
- Official Letter of Appointment as local representative, if Bidder is submitting a Bid in behalf of an entity located outside the country
- Power of Attorney

**Previous Relevant Experience**

Please list only previous similar assignments successfully completed in the last 3 years.

List only those assignments for which the Bidder was legally contracted or sub-contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the Bidder's individual experts working privately or through other firms cannot be claimed as the relevant experience of the Bidder, or that of the Bidder's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The Bidder should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so, requested by ISA.

<b>Project name &amp; Country of Assignment</b>	<b>Client &amp; Reference Contact Details</b>	<b>Contract Value</b>	<b>Period of activity and status</b>	<b>Types of activities undertaken</b>

**Specify region of operation**

- East Africa
- West Africa
- Central Africa
- South Africa
- North Africa
- Latin America and Caribbean
- Asia and Pacific

## Financial Standing

<b>Annual Turnover for the last 3 years</b>	Year	INR/USD
	Year	INR/USD
	Year	INR/USD
<b>Latest Credit Rating (if any), indicate the source</b>		

Financial information (in US\$ equivalent)	Historic information for the last 3 years		
	Year 1	Year 2	Year 3
	<i>Information from Balance Sheet</i>		
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
	<i>Information from Income Statement</i>		
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio			

Attached are copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following condition:

- a) Must reflect the financial situation of the Bidder or party to a JV, and not sister or parent companies;
- b) Historic financial statements must be audited by a certified public accountant;
- c) Historic financial statements must correspond to accounting periods already completed and audited. No statements for partial periods shall be accepted.

## CV of Proposed Key Trainers

Share the CVs of key personnel who will be involved in trainings.

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe my qualifications, my experiences, and other relevant information about myself.



**How to submit:**

**Proposal Submission Address- E-mail:** [procurement@isolaralliance.org](mailto:procurement@isolaralliance.org)

Format: PDF files only

File names must be maximum of 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard.

Expression of interest and statements of qualification must be delivered to the email address [procurement@isolaralliance.org](mailto:procurement@isolaralliance.org) by the deadline.

Interested Companies must provide information indicating that they are qualified to perform the services (brochure, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc...). Companies may associate to enhance their qualifications.

**The EOI and accompanying documents must be received through email clearly labelled “Request Expression of Interest from agencies for setting up solar technology application centres (STAR Centres) in ISA member countries”.**

Request for Proposal and any subsequent purchase order will be issued in accordance with the rule and procedures of ISA.

This EOI does not entail any commitment on the part of ISA, either financial or otherwise. ISA reserve the right to accept or reject any or all EOI without incurring any obligation to inform the affected applicant/s of the grounds.

Interested firms may obtain further information at the below email address:  
[procurement@isolaralliance.org](mailto:procurement@isolaralliance.org)