



Response to Queries Raised During Pre-Bid Meeting - RFP for Hiring of Firms for Assessment work in Solomon Islands for development of Solar Rooftop Projects and preparation of DPR

Date: 22/09/2023

Brief Description: RFP for Hiring of Firms for Assessment work in Solomon Island for development of Solar Rooftop Projects and preparation of DPR

Date: September 11, 2023

Time: 12:00 Hours to 12:30 Hours (IST)

ISA officials were present in the pre-bid meeting to provide clarification to the queries. In order to bring the uniformity and clarity among the prospective bidders on various terms and conditions as mentioned in the RFP document, the queries received from bidder(s) during the pre-bid meeting were discussed and clarified. The clarifications arrived thereof are indicated as under:

S No.	Reference	Clause	Clarification/ Query	ISA Response
1	Annexure -1. Terms of Reference, clause 3.6		Regarding assisting ISA in arranging training programme & workshops. Request to kindly provide us the details of training and workshops, number of days for training, number of persons to be trained and the location of training & workshop. This will help us for preparation of most	This requirement will be decided after consultations with our member country during execution of the contract.



S No.	Reference	Clause	Clarification/ Query	ISA Response
			competitive proposal.	
2	Annexure -1, Terms of Reference, clause 3.8		Our proposal pertains to preparation of bankable DPR. Please confirm the preparation of projects documents like model bidding document, PPAs. concession agreement is in the scope of the project.	This requirement will be decided after consultations with our member country during execution of the contract.
3	Annexure -1 , Terms of Reference		Under note. WAPCOS presume that site assessment shall be covered as per the below : a. Solomon Islands: Restricted to given four (4) buildings.	The List of 4 buildings as envisaged for the assessment work is already included in the RFP.
4			Please clarify whether ISA will facilitate engagements with host country ministries, agencies and stakeholders to collect the necessary information for the preparation of DPRs.	The responsibility of the successful bidder is to collect all primary data from the member country. Further ISA will facilitate the engagement of the successful bidder with National Focal Point of Member country , whenever possible.
5			Please clarify whether ISA will facilitate in arranging the Visa for travel.	ISA may assist for the same wherever possible. However the bidder has to undertake all VISA formalities on their



S No.	Reference	Clause	Clarification/ Query	ISA Response
				own.
6	Section 3, Payment terms,		considering the remote location of the sites required for conducting surveys and data collection which involves the travel expenses prior for data collection. Request ISA to kindly consider 20% advance payment and rest shall be 50% against Draft DPR and 30% against final DPR.	The prevailing payment terms as per RFP shall prevail.
7			Please clarify whether the approving authority of the DPR is client country or the ISA. Also please clarify whether the DPRs to be prepared as MNRE guidelines?	The DPR shall be submitted to ISA and acceptance of ISA as well as the Member country will be required.
8			Please indicate the estimate budget or level of effort (LOE) for the captioned project.	This is still being worked out and hence not available.
9			Please inform the timeline for approval of DPR from client country/ISA. Is it within four (4) months of stimulated schedule?	The approval of DPR shall be expedited from ISA and Member country after submission by the selected bidder.
10	Scope	Execute solar rooftop assessment for the identified buildings (Annexure-1) based on the site survey	How many site visits are envisaged during the contract period? Owing to the cyclone-prone area, and the cyclone season starting from November onwards, how are the logistics and other arrangements ensured?	Bidder to comply the requirements as mentioned in RFP.



S No.	Reference	Clause	Clarification/ Query	ISA Response
11	Scope	The selected bidder shall also assist ISA in arranging training programme & workshops during country missions in the country.	Please confirm the Number of workshops/training programs and whether these would be in Physical OR Virtual form.	This requirement will be decided after consultations with our member country during execution of the contract.
12	Scope	The selected bidder shall submit the soft copy and the appropriate number of translated hard copies of DPRs and other relevant documents as per the requirement of the country	Please confirm the Number of copies to be submitted as Hard copies.	This requirement will be decided after consultations with our member country during execution of the contract.
13	Scope	PPA and other agreement preparation	<p>We understand that Grid not being there in many of the locations mentioned, so the PPA will be for a stand-alone hybrid system? Is the expectation for a 24-hour power supply and if yes whether the PPA include designs for batteries Diesel backup generator and an appropriate Hybrid inverter?</p> <p>The Solar rooftop systems are to be essentially off-grid kindly describe the nature of parties for PPA. Whether only drafts to be prepared for PPA and other documents or do they need to be approved by the stakeholders?</p>	To be decided by the successful bidder after consultations with our member country during execution of the contract.
14	Scope	List of buildings for potential	Please confirm if the building has a safety	The same to be included in



S No.	Reference	Clause	Clarification/ Query	ISA Response
		installation	certification in place for the building's rooftops. Please confirm whether we can assume that the relevant local authority that owns the asset will provide a Building Fitness certificate and Cyclone Fitness certificate to accommodate the rooftop solar system including the mounting structure.	the recommendations of DPR to be prepared by the selected bidder.
15	Payment Terms	Stakeholders	Who are the stakeholders as mentioned in payment terms? Does ISA will ensure coordination with all?	The responsibility of the successful bidder is to interact with all the stakeholders in the member country. Further ISA will facilitate the engagement of the successful bidder with National Focal Point of Member country , whenever possible.
16	Payment Terms	50% of the contract value after completion of Physical Surveys and submission of the first draft of DPR after consultation with all stakeholders	Considering the risks involved in the scope of work, we propose modification in the payment terms as below:	The prevailing payment terms as per RFP shall prevail.
17	Payment Terms	Balance 50% of the contract value on submission of final DPR and other relevant documents after the required	30% on award of work	



S No.	Reference	Clause	Clarification/ Query	ISA Response
		revisions and duly approval by ISA and Member Country.		
18	Scope	Statutory compliances	Please share the list of compliances to be fulfilled. Is preliminary ESIA part of DPR or it is waived?	Bidder to comply the requirements as mentioned in RFP.
19	Scope	Duration of Contract	We understand that the working time in Solomon Islands is limited owing to the cyclone season, challenges in logistics, and compliance requirements, four months would not be sufficient. Considering this the project duration may be extended by another four months, making it 8 months in total.	Bidder to comply the requirements as mentioned in RFP.
20	Scope	Deadline for submission of Bid	Considering the very little time available for the preparation of the proposal and coordinating with local partners, we request for extension of the proposal submission deadline by 10 working days.	The deadline for submission is extended till 30 th September'2023.
21		BDS 8: Liquidated Damages:	Given that the project geographies are extremely remote and any delay in project performance may arise due to several factors including local conditions that may not be attributable and beyond the control of the selected consultant, we request that this clause is withdrawn.	The clause is integral part of GTB and cannot be waived off
22		BDS 14: Deadline for	We request that the deadline for submission of the	The deadline for submission

S No.	Reference	Clause	Clarification/ Query	ISA Response
		Submission:	proposals is extended by three (3) weeks, i.e., 09 October 2023, which is also one month after the pre-bid meeting date. This will enable us to submit a quality and competitive proposal after getting necessary feedback during the pre-bid meeting and conducting adequate due diligence to support our approach and pricing, considering the proposal requirements and remote geography.	is extended till 30 th September'2023.
23		BDS 17: Evaluation Method for the Award of Contract:	The combined scoring method indicated is "70%-30% distribution for technical and financial proposals respectively". Given uncertainties involved in the nature of the work due to extremely remote geographies, we request that the evaluation criterion is based on quality-based selection (QBS) or 90% - 10% distribution for technical and financial proposals based on quality and cost-based selection (QCBS).	The evaluation process is integral part of tender document and cannot be changed.
24		Section 4. Evaluation Criteria: Section 3. Management Structure and Key Personnel:	Please clarify if one expert could be allowed to take more than one key personnel role.	Not preferred
25		Annexure 1: Terms of Reference:	a. Please clarify if ISA will facilitate engagements with host country ministries, agencies, utilities, and beneficiaries to collect appropriate data and to access the indicated sites.	The responsibility of the successful bidder is to interact with all the stakeholders in the member country. Further ISA will



S No.	Reference	Clause	Clarification/ Query	ISA Response
			b. Please clarify if ISA will facilitate and coordinate with host country ministries/agencies to provide security to the consultant for in-country travel and to access the indicted sites, if required.	facilitate the engagement of the successful bidder with National Focal Point of Member country , whenever possible.
26		FORM B: Bidder Information Form:	As one of the highly recognised firms with longstanding record of providing services to almost all development partners, we request ISA to withdraw the following requirements, or clarify that these are not mandatory requirements. <ul style="list-style-type: none"> i. UNGM registered vendor ii. Quality Assurance Certification iii. Accreditation such as ISO 14001 related to the environment iv. Local government permit to locate and operate in the assignment locations (we propose that these be facilitated by ISA, please clarify) 	Not Mandatory
27			We would request that the estimated budget, and/ or estimated Level of Effort (LOE) for each of the RFPs can be clarified.	This is still being worked out and hence not available
28			Solomon Islands does not offer the facility for e-Visa and there are only limited countries in which its embassies/ consulates are situated. Please clarify if ISA will facilitate travel visa to the	ISA may assist for the same wherever possible. However the bidder has to undertake all VISA formalities on their



S No.	Reference	Clause	Clarification/ Query	ISA Response
			Solomon Island for the consultant?	own.
29		Payment Terms	Given the expenses involved in travelling to these remote locations conducting surveys and stakeholder consultation after mobilizing the team, we request ISA to consider 20% advance payment, with the rest of the contract amount divided into the draft and final DPR (i.e., 40% each).	The prevailing payment terms as per RFP shall prevail.