

RFQ Reference: 59/07/STAR-C/ISA-2024	Date: 11 July 2024
--------------------------------------	--------------------

Subject: Supply, Installation, Testing & Commissioning (SITC) of equipment and instruments for setting up the STAR Centre in Benin including one-year Comprehensive Maintenance Contract (CMC)

SECTION 1: REQUEST FOR QUOTATION (RFQ)

ISA kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This Request Letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

Annex 4: Checklist for Submission of Bid

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

The ISA recognizes the importance of valuing diversity and promoting inclusion in all our work programs and partnerships. The ISA highly values engaging with organizations and/or teams that reflect its geographical and diverse nature.

Thank you and we look forward to receiving your quotations.

Issued by:

Signature: _____

Name: Procurement Unit

Date: July 11, 2024

SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by ISA. This RFQ is conducted in accordance with the ISA Financial Regulations and Procedures and ISA Procurement Manual</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by ISA. ISA is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>ISA reserves the right to cancel the procurement process at any stage without any liability of any kind for ISA, upon notice to the bidders or publication of cancellation notice on ISA website</p>
Deadline for the Submission of Quotation	<p>01.08.2024 by 2300 HRS IST</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p> <p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input type="checkbox"/> E-tendering</p> <p><input checked="" type="checkbox"/> Dedicated Email Address</p> <p><input type="checkbox"/> Courier / Hand delivery</p> <p><input type="checkbox"/> Other Click or tap here to enter text.</p> <p>Bid submission address: procurement@isolaralliance.org</p> <ul style="list-style-type: none"> ▪ File Format: PDF files only ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: 10 MB ▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible. ▪ The bidder should receive an email acknowledging email receipt.
Cost of preparation of quotation	<p>ISA shall not be responsible for any costs associated with a Bidder's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.</p>
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the ISA Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the ISA. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://isolaralliance.org/images/ISA%20Supplier%20Code%20of%20Conduct_14.4.2023.final%20version.pdf</p> <p>Moreover, ISA strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of ISA vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation.</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to ISA staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, ISA: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the</p>

	<p>vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a ISA contract.</p>
Conflict of Interest	<p>ISA requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to ISA if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have an undisclosed conflict of interest shall be disqualified.</p> <p>The ISA shall have the discretion to disqualify or proceed with a bidder who has disclosed a probable conflict of interest subject to further evaluation and review of various factors such as access to sensitive information which may confer unfair advantage as against other bidders. The decision on a probable conflict of interest shall be made in the best interest of the work of the ISA.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of ISA staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to ISA's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract</p> <p><input type="checkbox"/> https://www.isolaralliance.org/images/ISA_GTB.pdf</p>
Special Conditions of Contract	<p><input type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 10 days</p> <p><input type="checkbox"/> Others [pls. specify]</p>
Pre-bid Conference	<p>Not Applicable</p>
Eligibility	<p>A vendor who will be engaged by ISA may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to ISA whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by ISA.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by ISA.</p> <ul style="list-style-type: none"> • Bidders must have the legal capacity to enter a binding contract with ISA and to deliver in the country, or through an authorized representative. Company registration certificate or any other document proving legal entity. • The bidder must have the experience of supply of solar equipment's / hardware components. Submit copy of work order or completion certificate • The bidder must have annual turnover of more than USD 100,000 - Please attach relevant documents.

Currency of Quotation	Quotations shall be quoted in USD
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between ISA and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 22 – 27 under Solicitation Process in the Procurement Manual (will be provided on request) for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <p>a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or</p> <p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process;</p> <p>d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or</p> <p>e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.</p>
Duties and taxes	<p>The United Nations (privileges and immunities) Act, 1947 is applicable to ISA pursuant to a notification by the host country. Therefore, ISA is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use in India. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p> <p><input checked="" type="checkbox"/> be inclusive of VAT and other applicable indirect taxes</p> <p><input type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p> <p>[according to project and applicable country agreement]</p>
Language of quotation	<p>English</p> <p>Including documentation including catalogues, instructions and operating manuals.</p>
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <p><input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed</p> <p><input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1</p> <p><input checked="" type="checkbox"/> Company Profile.</p> <p><input checked="" type="checkbox"/> Registration certificate;</p> <p><input checked="" type="checkbox"/> Company Profile.</p> <p><input checked="" type="checkbox"/> Descriptive Literature: Bidders shall provide full technical details of products being offered, including technical sheets and pictures showing details and general views. Specific details of items offered should be clearly stated as standard catalogues may offer options;</p> <p><input checked="" type="checkbox"/> Documents showing that the bidder has minimum of five (5) years of relevant experience – proof of purchase orders/ contract is to be submitted.</p> <p><input checked="" type="checkbox"/> Documents showing that the bidder has an experience of design, supply, installation and commissioning of Grid connected/off grid Solar PV Power Plant and experience of rendering operation and maintenance services for Solar PV units.</p>

	<input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top two clients in terms of Contract value in similar field, plus client's contact details who may be contacted for further information on those contracts;
Quotation validity period	Quotations shall remain valid for 90 days from the deadline for the Submission of Quotation.
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted Insert conditions for partial quotes and ensure that the requirements are properly listed in lots to allow partial quotes
Alternative Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> Within 30 days upon ISA's acceptance and receipt of invoice.
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Goods & Services, based on full compliance with RFQ requirements. <input checked="" type="checkbox"/> 100% of <u>goods charges</u> after successful delivery and acceptance of goods. <input checked="" type="checkbox"/> 100% of <u>Installation & Commissioning charges</u> after successful installation and commissioning <input checked="" type="checkbox"/> 100% of <u>training charges</u> after completion of Training on Operation and Maintenance. <input checked="" type="checkbox"/> 100% of <u>Comprehensive maintenance charges</u> after successful 1 year of installation and commissioning
Contact Person for correspondence, notifications and clarifications	E-mail address: procurement@isolaralliance.org Attention: Quotations shall not be submitted to this address but to the address for quotation submission above. Otherwise, offer shall be disqualified. Any delay in ISA's response shall be not used as a reason for extending the deadline for submission, unless ISA determines that such an extension is necessary and communicates a new deadline to the Proposers.
Clarifications	Requests for clarification from bidders will not be accepted any later than 2 days before the submission deadline. Responses to request for clarification will be communicated thru email.
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer
Evaluation criteria	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input checked="" type="checkbox"/> Comprehensiveness of after-sales services <input type="checkbox"/> Earliest Delivery /shortest lead time <input type="checkbox"/> Others Click or tap here to enter text.
Right not to accept any quotation	ISA is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, ISA reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.
Type of Contract to be awarded	<input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract for Works <input type="checkbox"/> Other Type/s of Contract [pls. specify]

Expected date for contract award.	30 August 2024
Publication of Contract Award	ISA will publish the contract awards valued at USD 100,000 and more on the ISA website.
Policies and procedures	This RFQ is conducted in accordance with ISA Financial Regulation and Procedures and ISA procurement manual
Other Provisions	<p>The ISA is striving to achieve gender parity in all its activities. In this regard, female-owned organizations and/or teams with significant gender diversity are strongly encouraged to submit a proposal.</p> <p>The ISA recognizes the importance of valuing diversity and promoting inclusion in all our work programs and partnerships. The ISA strives to engage with organizations and/or teams that reflect its geographical representation and diversity.</p>

ANNEX 1: SCHEDULE OF REQUIREMENTS

Recognizing the urgent need to support the developing country (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 needs.

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.

In order to equip these STAR Centres, ISA aims to procure equipment and instruments that help the centres to offer hands on training; act as a testing facility and setup a knowledge management centre.

Such centres are being created by ISA in **Benin**. The host institution for the STAR Centre in Benin is the “**Centre National de Documentation de l’Energie au Bénin (CNDEB)**” located in the commune of Sèmè-Kpodji, at Sèkandji.

This RFQ is for Supply, Installation, Testing & Commissioning (SITC) of equipment and instruments for setting up the STAR Centre in **Benin** including one-year Comprehensive Maintenance Contract (CMC).

A needs assessment and situation analysis were undertaken in **Benin**, to identify the high growth sectors within solar energy technology, and the attendant training needs. **Large scale solar; Captive solar power system; Rooftop solar; solar mini-grids; and Solar Home System and other off-grid solar applications** are the high growth sectors in Benin. These sectors will drive solar training needs in the medium to long term and require trained technicians and engineers to size, install, operate and maintain solar systems for socio-economic development, especially in rural and peri-urban areas. The current solar training and testing facilities as well as the solar curriculum was evaluated for gaps through secondary research and primary stakeholder interviews with the private sector companies, industry bodies, government, and academia.

The major findings were the need for understanding of the various solar components, design, sizing, installation, operations, and maintenance. According to the evaluation of the needs and gaps, a list of solar equipment has been suggested for the STAR C to prioritize in its implementation. A detailed list of the technical specifications is provided:

Recommended Technical Specifications for Goods

Subject: Supply, Installation, Testing & Commissioning (SITC) of equipment and instruments for setting up the STAR Centre in **Benin** including one-year Comprehensive Maintenance Contract (CMC).

Recommended Technical Specifications for Goods

Item	Equipment	Specification EN	Quantity	Unit
A	Tools and instruments			
A1	Personal Protective Equipment	Specification	Quantity	Unit
1	Reflective vests	Reflective vests	20	pieces
2	Helmets	Helmets	20	pieces
3	Work gloves	Work gloves	20	pairs
A2	Instruments	Specification	Quantity	Unit

Item	Equipment	Specification EN	Quantity	Unit
4	Digital multimeter (medium quality)	TRMS values, capable of measuring AC (750 V) & DC (1000 V) voltages, DC current 10 A, continuity/resistance, fused for current measurements, overvoltage CAT III 1,000 V and CAT IV 600 V. Lower-cost instruments are suitable for work board exercises	5	pcs
5	Spare fuses for above multimeter (medium quality)	30 of each type of fuse in multimeter	30	pcs
6	Digital multimeter (professional standard)	TRMS values, Capable of measuring 1000 V AC/DC voltages, DC current 10 A, continuity/resistance, fused for current measurements, overvoltage CAT III 1,000 V and CAT IV 600 V, temperature probe, test leads and accessories This needs to be a 'professional standard' instrument such as the the Fluke 179 or similar	2	pcs
7	Spare fuses for above multimeter (professional standard)	5 of each type of fuse in multimeter	5	pcs
8	Clamp meter (medium quality)	Capable of measuring AC & DC (600 V) voltages, DC and AC current ranges 40 A / 400 A, continuity/resistance, overvoltage CAT III 600 V. Lower-cost instruments are suitable for work board exercises	4	pcs
9	Insulation resistance tester	Capable of measuring insulation resistance at 250 V, 500 V and 1000 V, isolations-resistance measurement to 20 G Ω , resistance measurement 0,01 Ω - 20 k Ω , AC voltage measurement 0 - 500 V AC, overvoltage CAT IV 600 V	1	pcs
10	Plug-in wattmeter	To fit AC sockets being used in country (Type C, D or G sockets, the most common one to be selected); capable of measuring appliance power consumption (W), energy (kWh) and cost of electricity consumed	3	pcs
11	Hand-held solar irradiance meter	Capable of measuring solar irradiation, hand-held, 0 - 2000 W/m ² range, resolution 1 W/m ² , digital display	1	pcs
12	Infrared thermometer	Hand held laser Infrared thermometer, -20 to 100 ° C minimum range, digital display	1	pcs
13	Solar Pathfinder	The Solar Pathfinder is the instrument specified. It is relatively low-cost, does not require batteries and is ideal for didactic purposes. To be supplied with tripod.	2	pcs

Item	Equipment	Specification EN	Quantity	Unit
14	Sun path diagrams for the Solar Pathfinder (only if Solar Pathfinder can be procured)	For correct latitudes: Available from manufacturer/supplier of Solar Pathfinder	15	pcs
A3	Tools	Specification	Quantity	Unit
15	Crimp/termination tools for PV interconnectors	For MC4 PV module connectors, 4-6mm ² wires (minimum range)	2	pcs
16	Crimping tool kit & crimps	Crimping tool kit & supply of 800 min. crimps/lugs. For insulated cable lugs from 0.5 to 6 mm ² (red-blue-yellow) and non-insulated cable lugs from 1.5 to 10 mm ² , VDE certified	3	pcs
17	Electrician's tools kit	Set of electricians' insulated hand tools, screwdrivers, pliers, cable cutter, cable stripper, 1000 V insulation, standard IEC EN 60900	20	pcs
18	Adjustable spanners	Maximum opening: 30 mm	3	pcs
19	Spanner set	For nuts and bolts widths 6 - 22 mm (recommended range)	2	pcs
20	Screwdriver set for precision mechanics	For single slot and Philipps screws: 6 different standard sizes	2	pcs
21	Basic vehicle mechanics tools set	Basic set, socket set, suitable for work on cars and motor cycles, metric	2	pcs
22	Long tape measures	Also called builder/surveyor's tapes, 20m or more, fibreglass tape (not steel), metric	3	pcs
23	Hydrometer	For measuring battery electrolyte specific gravity	3	pcs
24	Allen key set	Key sizes : 1.5 - 10 mm approx.	2	pcs
25	Clipboards	Suitable for outdoor use, A4, perspex	15	pcs
A4	Extras and spares	Specification	Quantity	Unit
26	Safety harness kit for working at height / on roofs	Complete kit. including harness, fall arrest lanyard, D rings, and packing case/rucksack	2	pcs
27	Replacement batteries for multi- und clamp meters	spare part for multimeters, check requirements of procured meters and provide multiple spare batteries of all required types	20	
28	multimeter special cables (thermocouples, croco clamps, etc.)	only if not supplied with original equipment	10	
29	Soldering iron/station	60W, 230 Volts	2	pcs
30	Soldering tips	according to soldering station	5	pcs
31	Solder	100g roll, lead-free	2	pcs
32	Multiple socket strip with personal protection	5+ sockets	2	pcs
33	Hot air gun		2	pcs

Item	Equipment	Specification EN	Quantity	Unit
34	Schottky Diode 15 A 45 V	THT axial bypass diode, 15A, 45V	25	pcs
35	Soldering station	Adjustable temperature range (100°C-450°C), 70W, 5 different solder tips, tip stand and sponge	2	pcs
36	Multifunction Tool	Battery powered, fully variable speed 5.000 35.000 1/min, at least with 30 accessories, 12VDC, carry case	2	pcs
37	Bench power supply	1-channel, adjustable voltage 0VDC-40VDC, display, adjustable current 0A-10A, 150W minimum	2	pcs
38	Anti-static pad for work space with earth wall plug	heat-resistant, DIN EN 61340-5-1 , 0.5m x 0.3m minimum	2	pcs
39	Anti-static wrist band with earthing connection	anti-static wrist band with cable and compatible with pad	3	pcs
B	PV EXERCISE BOARDS			
	PV modules	Specification	Quantity	Unit
1	PV module	PV module, polycrystalline , 36 cells, 120 Wp approx., 20 Voc approx., 36 cells, aluminium frame, junction box not pre-cabled (openable, not sealed), product certification IEC 61215	3	pcs
2	PV module	PV module, monocrystalline , 36 cells, 120 Wp approx., 20 Voc approx., 36 cells, aluminium frame, junction box not pre-cabled (openable, not sealed), product certification IEC 61215	3	pcs
3	PV module	Mono or polycrystalline, 150 Wp approx., 40 Voc approx., 72 cells, aluminium frame, junction box not pre-cabled (openable, not sealed), product certification IEC 61215	3	pcs
4	PV module	20 -50 Wp (small), monocrystalline and polycrystalline, 20 Voc approx., 36 cells, aluminium frame, junction box not pre-cabled (openable, not sealed), product certification IEC 61215, a selection of different types	3	pcs
	PV cable connectors	Specification	Quantity	Unit
5	PV module inter-connection connectors (male)	MC4 male connectors for 4 mm ² solar cable. and suitable for above crimp/termination tool, IP65, 30 A, 1000 DC	100	pcs
6	PV module inter-connection connectors (female)	MC4 female connectors for 4 mm ² solar cable. and suitable for above crimp/termination tool, IP65, 30 A, 1000 DC	100	pcs
7	PV module inter-connection connectors (female)	MC-4 compatible PV connectors, male, which do not require specialised tools, for 4 mm ² solar cable, IP65, 30 A, 1000 DC	100	pcs

Item	Equipment	Specification EN	Quantity	Unit
8	PV module inter-connection connectors (male)	MC-4 compatible PV connectors, female, which do not require specialised tools, for 4 mm ² solar cable, IP65, 30 A, 1000 DC	100	pcs
9	MC4 Y-plug	MC4 compatible Y-connector for parallel connection of PV modules	10	pcs
	DC exercise boards	Specification	Quantity	Unit
10	Solar charge controller (standard, without MPPT)	20A solar module current / 20A load current minimum, other specs as above	1	pcs
11	Solar charge controller (with MPPT)	25 A min. approx. (in/out), 12/24 V, with MPPT range 17 V ... 100+ V (34 V ... 100+ V approx), LC display, cable input/output terminals for 10 mm ² cable min., for lead-acid batteries, overload protection, low voltage disconnect (deep discharge protection), regular equalisation charge, overcharge protection, reverse polarity protection, temperature compensation, open circuit protection when not connected to battery, IP 20 min.	1	pcs
12	Inverter (battery inverter)	12 V DC input, from 220 - 240 V 50 Hz power output, 200 - 500 W (200 - 500 VA continuous power), pure sine wave, IP 20 min, overload and short circuit protection, reverse polarity protection as internal fuse, deep discharge battery protection, to be sourced from a supplier of equipment for PV systems and recommended by that PV supplier for use in off-grid PV systems (not a cheap inverter of the type used in motor vehicles), <u>not</u> to contain integrated solar charge controller If possible provide inverters from 2 different manufacturers	3	pcs
13	DC lamps, 12 V, florescent	12 V, florescent lamps with replaceable bulb/tube 3 x 7 W 3 x 9 W 3 x 11 W	12	pcs
14	DC lamps, 12 V, LED	12 V DC, LED, 2 W, E27, 200 lumens min., warm white various wattage, e.g. 3 x 5 W 3 x 10 W 3 x 15 W	12	pcs
15	DC lamps, 12 V halogen	12V, halogen, with reflectors, selection between 10W and 40W	12	pcs
16	Lamp holders	E 27 lamp holder, plastic, heavy duty, for surface mounting on work board	14	pcs

Item	Equipment	Specification EN	Quantity	Unit
17	DC fans	12 V DC desk fan. 10 W min., 20 W max.	3	pcs
18	DC/DC converter	DC/DC converter, 12 V to 24 V, 1,5 A minium output	6	pcs
19	DC sockets	Socket outlet for 12/24 V DC, for surface mounting on work board	12	pcs
20	DC plugs	DC plugs to fit above DC sockets	12	pcs
21	Junction boxes	100 x 100 x 40 mm (LxWxH) approx., surface mounting (for work board)	30	pcs
22	DC miniature circuit breakers	DC miniature circuit breaker, 1-pole, 80VDC, 6A tripping current, 1 pole, suitable for DIN rail mounting	6	pcs
23	DC miniature circuit breakers	DC miniature circuit breaker, 1-pole, 80VDC, 10A or 16A tripping current, 1 pole, suitable for DIN rail mounting	12	pcs
24	DC miniature circuit breakers	DC miniature circuit breaker, 1-pole, 80VDC, 40A or 50A tripping current, 1 pole, suitable for DIN rail mounting	8	pcs
	AC exercise boards	Specification	Quantity	Unit
25	Consumer unit / fuse board	To fit DP main switch and and 2 - 3 MCBs and E terminal, for 220 - 240 V 50/60 Hz power supply, IP65	3	pcs
26	Miniature circuit breaker (MCB) AC	Single-pole, 6A, Type B, 220 - 240 V 50/60 Hz, to fit above consumer unit / fuse board	3	pcs
27	Miniature circuit breaker (MCB) AC	Single-pole, 16A, Type B, 220 - 240 V 50/60 Hz, to fit above consumer unit / fuse board	3	pcs
28	Residual current device (RCD)	Type A 25A 30mA RCD, 220 - 240 V 50/60 Hz, to fit above consumer unit / fuse board	3	pcs
29	Socket outlet	Type C 230 V, 2 pole excl. Grounding surface mounted (incl box for surface mounting on board), indoor use, IP22 or IP2X min.	8	pcs
30	Socket outlet	Type D 230 V, 3 pole incl grounding surface mounted (incl box for surface mounting on board), indoor use, IP22 or IP2X min	8	pcs
31	Socket outlet	Type G 230 V, 3 pole incl grounding surface mounted (incl box for surface mounting on board), indoor use, IP22 or IP2X min.	8	pcs
32	Plug	Type C, to fit above sockets	4	pcs
33	Plug	Type D, to fit above sockets	4	pcs
34	Plug	Type G, to fit above sockets	4	pcs
35	Connector blocks / terminal strips	Screw terminal strip, 3A, 400VAC, for 2.5 mm ² cable	25	strips

Item	Equipment	Specification EN	Quantity	Unit
		(10-12 connector blocks per strip, 240 blocks in total)		
36	Connector blocks / terminal strips	Screw terminal strip, 6A, 400VAC, for 4 mm ² cable (10-12 connector blocks per strip, 240 blocks in total)	25	strips
37	Connector blocks / terminal strips	Screw terminal strip, 16A, 400VAC, for 6 mm ² cable (10-12 connector blocks per strip, 240 blocks in total)	25	strips
38	Earth blocks	4-Way Earth Block Nickel-plated, Suitable for 16-25mm ² Cables, Brass Construction	6	pcs
	Cables, etc.	Specification	Quantity	Unit
39	Flex	1.5 mm ² flexible cable for connecting appliances to plugs, 3-core incl. PE) , very flexible, copper. PVC sheathed, H05-VVF, 50 m roll	2	pcs
40	Cable	1.5mm ² , 2-core (no PE), <u>multi-stranded</u> , very flexible, copper, PVC sheathed, H05-VVF, 50 m roll	2	pcs
41	Cable	2.5mm ² , 2-core (no PE), <u>multi-stranded</u> , very flexible, copper, PVC sheathed, H05-VVF, 100 m roll	2	pcs
42	Cable	2.5 mm ² flexible cable for connecting appliances to plugs, 3-core incl. PE) , very flexible, copper. PVC sheathed, H05-VVF, 50 m roll	2	pcs
43	PV cable / 'solar cable'	4 mm ² , double insulated, single-core, UV protected ,cable specified for the interconnection of PV modules, <u>fine</u> multi-stranded, copper, temperature rating -40°C - 90°C , 1000 DC, Class II (double insulated), halogen free, flame resitant, 100 m roll	4	pcs
44	Cable	6 mm ² single-core, <u>fine multi-stranded</u> , PVC, red, very flexible, copper, unsheathed, H07V-K 100 m red roll	2	pcs
45	Cable	6 mm ² single-core, <u>fine multi-stranded</u> , PVC, red, very flexible, copper, unsheathed, H07V-K 100 m black roll	2	pcs
46	Cable	6 mm ² single-core, <u>fine multi-stranded</u> , PVC, red, very flexible, copper, unsheathed, H07V-K 100 m yellow-green roll	2	pcs
47	Cable	10 mm ² single-core, <u>fine multi-stranded</u> , PVC, red, very flexible, copper, unsheathed, H07V-K100 m red roll	2	pcs

Item	Equipment	Specification EN	Quantity	Unit
48	Cable	10 mm ² single-core, <u>fine multi-stranded</u> , PVC, red, very flexible, copper, unsheathed, H07V-K 100 m black roll	2	pcs
49	Cable	10 mm ² single-core, <u>fine multi-stranded</u> , PVC, red, very flexible, copper, unsheathed, H07V-K 100 m yellow-green roll	2	pcs
50	Electrical insulation tape	25 m length rolls, 20 mm width, approx., max heat resistant temperature 90 °C 5 x red 10 x black 5 x blue 5 x yellow/green	25	rolls
	Batteries & accessories	Specification	Quantity	Unit
51	Battery	12 V lead gel, 60 - 90Ah, sealed, maintenance-free, 'solar batteries'	4	pcs
52	Battery terminals (pairs)	To fit above battery	10	pcs
53	Lead-acid batteries	12 V lead-acid, 60 - 90Ah, flooded, 'solar batteries', dry, to be filled with supplied acid at site	5	pcs
54	Battery terminals (pairs)	To fit above battery	6	pcs
55	Battery charger	Suitable for charging sealed 12 V 100 Ah lead-acid battery, from 220 - 240 V 50/60 Hz power supply, charging rate 0.8 A / 3.6 A, robust quality, IP65	4	pcs
56	Funnel	For safely pouring distilled water into batteries, resistant to acids	3	pcs
57	Acid pump (hand-driven)	Device for safely filling a battery with acid, for demonstration purposes mainly	2	pcs
58	Work board	1 x 1.5 m approx., thickness 20-25 mm, wood or wood composite, suitable for firmly fixing electrical components to it via wood screws	10	pcs
C	HYBRID SYSTEM			
1	Battery system	Cell chemistry: LiFePo4 - Min. 4000 Wh usable storage capacity at 100% DOD) - Min. 4000 cycles - system voltage and integrated BMS compatible with the installed battery (or hybrid) inverter (certified by manufacturer of inverter)	1	piece
D	SOLAR HOME SYSTEM			


Item	Equipment	Specification EN	Quantity	Unit
	Solar Home System Installation (made up of the following components)	PV = min. 300Wp Inverter = min. 500W nom. Charge controller if Inverter does not include charge controller Battery display required showing SoC in %, Ampere in/out Battery Voltage, etc. Battery = min. 2.4kWh @c10 set, complete mounting board with pre-installed material as noted below for complete turn-key installation and additional consumables (e.g. wires, fuses, battery fuses, combiner and distribution boxes, load center, earthing system, surge protection devices, etc.) lump sum, turn-key installation at site by a qualified technician Documentation for all technical products shall be available		
	Solar Home System Kit			
1	Solar Home System Kit or Bundle	Verasol Certification, Lithium Iron Phosphate Battery, GSM (mobile network) remote monitoring, PAYGO integration, MPPT controller, PV input power up to 100W,	1	pcs
2	SHS Solarworx lamps 1W		5	pcs
3	SHS Solarworx 32 inch TV		1	pcs
4	SHS Solarworx fridge		1	pcs
5	SHS Solarworx Victron PayG Dongle or switch		1	pcs
E	SOLAR STREET LIGHT			
	Solar street light indoor			
1	100Wp Solar Street Lighting System, 20 W LED light (made up of the following components)	set, complete mounting board with pre-installed material as noted below for complete turn-key installation and additional consumables (e.g. wires, fuses, battery fuses, combiner and distribution boxes, load center, earthing system, surge protection devices, etc.)lump sum, turn-key installation at site by a qualified technicianDocumentation for all technical products shall be available		

Item	Equipment	Specification EN	Quantity	Unit
2	Solar Charge Controller MPPT	<p>Nominal Power range 200 W</p> <p>Nominal Voltage (PV Input) max 42 VDC (if designed as 24 VDC system a DC/DC converter will be needed to ensure that standard 12 VDC appliances/loads can be used. Converter can be included into load distribution box if cooling is sufficient under load.)</p> <p>Nominal PV Input Current range 5...15 A</p> <p>Nominal Voltage (Load Output) 12 VDC</p> <p>Nominal Current (Load Output) min 10 A</p> <p>Nominal Battery Voltage range 12...24 VDC (autodetect feature mandatory)</p> <p>Operating Temperature range 0...50 °C</p> <p>MPPT Technology</p> <p>3-Way Battery Charging Profile or better (battery voltage setpoints according to used battery chemistry in 2.0)</p> <p>IP Class</p> <p>Overcharging Protection, adapted to batteries offered</p> <p>Charging Profile, adapted to batteries offered</p> <p>Overload Protection (the solar charge controller must be able to handle the situation when a battery is not being connected while PV is already providing power to it)</p> <p>Over-temperature Protection</p> <p>Over-voltage Protection</p> <p>Short Circuit Protection</p> <p>Battery Temperature Compensation (if not available a Battery Temperature Sensor is mandatory)</p> <p>Reverse Polarity Protection on PV and battery terminals (A reverse polarity event shall be resettable without replacing blown fuses. MCBs are preferred but Polyfuses or Crowbar circuit might be an option. If not provided by the charge controller it has to be provided by an external circuit or device. Internal fuses can't be changed locally and will result in unusable equipment)</p> <p>Status Display, Soc in %</p>	1	pcs
3	VRLA Gel Battery for Cycling Solar applications Total capacity min 2.4kWh @ c10 including interconnction, cable, screws, isolator and cable to Battery Fuse	<p>Nominal Voltage 12 VDC</p> <p>Nominal Capacity (C10) min 50 Ah</p> <p>Charge Cycles at 50% DoD min 1400</p> <p>Maintenance Free (has to be a solar battery suitable for daily dis/charge cycles)</p> <p>DC Battery Fuse</p>	2	pcs

Item	Equipment	Specification EN	Quantity	Unit
	and from Fuse to Inverter--> Charge controller			
4	Remote Monitoring Device	compatible with solar charge controller unit or Inverter can be wireless (Bluetooth, WiFi) or wired. When wired it has to be USB compliant. If this can be only achieved with a converter it needs to be provided and documented. Compatible with PC (MS Windows) or Android Smartphone	1	pcs
5	DC Load Distribution Box	Nominal voltage 12 VDC DC Connectors female 5.5/2.1 mm, 2 pcs min 3 A DC Connectors female 5.5/2.5 mm, 2 pcs min 3 A DC Connectors female 4mm safety terminals, 2 pcs min 16 A compatible with 4mm safety cables connector DC Connectors female USB type A, 1 pcs min 0.5 A can also be provided by solar charge controller if available DC Connectors female USB type A, 1 pcs min 1.5 A can also be provided by solar charge controller if available	1	pcs
6	LED lamp	2x60cm tube, 20-26VDC, 920mA, 22W, 4000K, 2200lm, G13, IP22	1	pcs
7	LED lamp	Nominal Power, range 20 W Nominal Voltage Input 12 VDC Luminous Flux min 5000 lm heat dissipation of the lamp shall not affect other components on the mounting board. Colour Temperature min 5500 K Radiation Angle min 120° lamp screen shall be parallel to the floor (90° angle between mounting board in upright position and lamp screen) so that blinding of personnel is prevented Working Life min 25,000 h On/Off Cycles min 100,000 Temperature Range, range -20...65°C IP Class min IP65 Material Aluminium and Glass	1	pcs

Item	Equipment	Specification EN	Quantity	Unit
		Lamp Post or mounting bracket for board mounting must be included (negotioable if lamp itself already covers this by design) Length of LED Lamp and Lamp Post max 1 m (may exceed mounting board dimensions but shall be removable for transport)		
8	Twilight Switch /w Relay (not mandatory if already included in LED Lamp)	Nominal Voltage 12 VDC Nominal Switching Power min 30 W Switching Capability Power according to selected LED lamp in 6.0 (must switch LED lmap safely with enough headroom power)	1	pcs
9	Movement Sensor (not mandatory if already included in LED Lamp)	detection angle: 180°, programmable twilight and switching time time, IP44, 12-24 V	1	pcs
10	Mounting Board	Dimensions: Width max 1...2 m, depth max 0.5 m including installed components on mounting structure, Height max 1...1.5 m Material, Coating and Grounding as defined by manufacturer and local rules	1	pcs
11	Mobile work bench	including RCD with 6 AC outlets, electrically safe and acid resistive coating, dimensions: 1250 x 1970 x 700 mm	1	pcs
F	SOLAR WATER PUMPING SYSTEM INDOOR			
12	500...700 W Solar Water Pumping System (made up of the following components)	set, complete mounting board with pre-installed material as noted below for complete turn-key installation and additional consumables (e.g. wires, fuses, battery fuses, combiner and distribution boxes, load center, earthing system, surge protection devices, etc.) All components shall be pre-installed on a mounting board covering electrical components and consumables. PV modules and batteries are not part of the mounting board but their cabling and connection has to be designed for plug and play usage. lump sum, turn-key installation at site by a qualified technician Documentation for all technical products shall be available	1	pcs

Item	Equipment	Specification EN	Quantity	Unit
13	Submersible pump system (will be inserted into reservoir)	<p>Submersible Pump, range 500...700 W Complete submersible pump kit - DC submersible water pump - DC submersible water pump controller - submersible cable for electrical connection - flexible water pipes of sufficient length (installation set)</p> <p>Pump has to be attached to the mounting board at the lowest point with no electrical components below. Electronic equipment has to be protected from accidental water pipe bursts by using transparent shielding. Pumping Head max 15 m Flow Rate min 15 m³/h Water Pipe Length, 2 pcs, min 30 m, One for each reservoir. Reservoirs will be installed outside the building for safety reasons. Connection has to be pluggable without tools for setup and removal. Dry Run Protection Sensor. Has to be attached to mounting board Tank Full Sensors, 2 pcs, One for each reservoir. Cable length must be 30m.</p>	1	pcs
14	Safety water level sensor for safety water reservoirs		2	pcs
15	DC bench power supply (to simulate PV modules)	<p>voltage and current specifications according to both pumps; at least 2 channels; adjustable 0 - 30 VDC; 0 - 3A; 195W; Resolution: Voltage: $\leq 0.01\% + 2\text{mV}$; Current: $\leq 0.01\% + 250\mu\text{A}$</p>	2	pcs
16	Surface Pump (wall mount on mobile work bench)	<p>complete surface pump kit - DC surface water pump - DC surface water pump controller - flexible water pipes of sufficient length (installation set) - 2 water level sensors (high/low) - dry running protection</p>	1	pcs
17	Water pressure gauge	according to used water pipes	2	pcs
18	Water reservoir	200 litres with cover	2	pcs
19	Safety water reservoir (water reservoir will stand inside)	PE, must be able to take up all the water from both reservoirs plus safety (volume of one reservoir)	2	pcs
20	Mobile work bench	including RCD with 6 AC outlets, electrically safe and acid resistive coating, dimensions: 1250 x 1970 x 700 mm	1	pcs

Item	Equipment	Specification EN	Quantity	Unit
21	Acrylic safety housing for surface pump	dimensions must match the surface pump	1	pcs
22	Emergency stop switch for pumps	red emergency stop button on yellow background, surface mounted	1	pcs
23	Relay box with 4mm laboratory safety connectors	plastic box with DIN rail mount to hold 3 relays - 6 red 4mm terminals (32 A rated) with 2.5mm ² cable connections to 3 relays - 6 black 4mm terminals (32 A rated) with 2.5mm ² cable connections to 3 relays	1	pcs
24	Work board (to be attached to the mobile work bench)	dimensions must match and fit to the mobile work bench, e.g. 1250 x 1000 mm; 20 mm thickness	2	pcs
Display Stand and Table		Tables and display board of adequate size should be used to mount the indoor training equipment and display for giving hands-on training to the trainees. Refer to the indicative picture below: 	The system should be displayed on a display board put on a table with caster wheels ensuring the stability of the display arrangement with an option to easily move as well.	
G	TESTING EQUIPMENT			
	Tools for testing			
1	Isolation measurement equipment/ installation tester	Benning PV 1-1 Installationstester kalibriert (ISO) VDE-Norm 0126	1	pcs
2	Thermography camera	Image quality with IR resolution of minimum 320 x 240 pixels (with testo SuperResolution technology 640 x 480 pixels)	1	pcs
3	IR thermometer	Fluke 62 MAX Infrarot-Thermometer Optik 10:1	2	pcs
4	Multimeter x2	Fluke 289 FlukeView® Forms Combo Kit	2	pcs
5	Pressure valve	Flux 0.4-10 m ³ /h, regulate flow rate	1	pcs
6	Flow meter	Min. 0.4 m ³ /h - 10 m ³ /h/ Digital output via USB	1	pcs
7	Industrial Thermostat			
	Technical testing equipment			
7	Laboratory power supply x2	Technical specifications: 15A, 60V	2	pcs

Item	Equipment	Specification EN	Quantity	Unit
8	PV modules testing stand	2 PV modules of standard size (330-550 Wp) + alum. structure/rack (other already included in and “Tools”) The stand should be mounted on a platform with wheels to move it outside in the sun. The stand should have ability to change the height and tilt of the mounted solar module	1	Pcs
9	Microinverter x5		5	Pcs
10	Bulbs		1	Pcs
11	Computer/office x2	Including testing software	2	Pcs
12	Donor Plate	Naming ISA STAR-C Program, please request final text when being rewarded as naming is subject to change	1	Pcs

The company selected will be responsible for supply, installation and commissioning and should ensure proper synchronization and integration of the solar system and associated components to enable productive loads and smooth operation. The installation of equipment should be clean, untangled and aesthetically appealing. The cables should be put in conduit using PVC pipes and bends of adequate type and sizes. Cable joints should be properly sealed.

Notes:

1. The offered PV Modules should comply with the relevant IEC standards, including but not limited to IEC 61215, IEC 61730, UL 61730, IEC 62716 as well as local country’s standards.
2. All solar components imported to Benin must comply with the import quality standards for the country.
3. Brands mentioned (if any) are indicative only. ISA may consider equivalent brands meeting the specifications.
4. Bidders are free to procure items locally within the mentioned country as well.

The company needs to submit relevant documents towards compliance of the above standard.

General Guidance

- The bidder can source the equipment from anywhere, but the equipment should be of good quality meeting the specifications as listed in the table.
- In case of battery, the bidder can procure it locally where the centre is being established.
- The preferred mode of transportation will be air freight, however economical route needs to be considered. The delivery, commissioning time in the country for all the equipment is maximum 90 days.
- It is bidder’s responsibility to arrange labour or technicians for installation of equipment. The cost can be included in the final costing of the equipment.
- The bidder will provide manufacturer’s warranty for all the equipment with complete documentation.

B. Objective

The objective of the assignment is to set up a model solar training and application resource centre (STAR C) lab at the “Centre National de Documentation de l’Energie au Bénin (CNDEB)” located in the commune of Sèmè-Kpodji, at Sèkandji Benin.

C. Scope of Work

1. **Component A:** Supply, installation and Commissioning of the equipment’s given in the above table.
2. **Component B:** Training of the Country’s staff on Operation and Maintenance practice of the equipment and instruments.

3. **Component C: Comprehensive Operation and Maintenance for 1 year post commissioning.**

The roles and responsibilities of the bidder and ISA are outlined below:

Bidder's Terms of reference:

- Design concepts
- Supply of materials and products
- Provide adequate skilled labour for installation and commissioning
- Construction supervision / contract management
- Quality control plan (QCP) and Safety plan
- Commissioning of project
- Mentoring and training, building operating staff for operation and maintenance
- Operation and Maintenance for first year and optional service plan after the first year

ISA and Country's identified STAR-Cs responsibilities:

- Provide location to install solar panels as per the contract.
- Review for approval design submittals
- Witness inspections and test witnesses to verify attainment of performance requirements
- Make progress payments for any service agreed
- Allow consultants access to STAR-C premises for site visit/energy audit exercise.
- Approve any contracts agreed with the consultant.

Payment Terms:

1. For Component-A (Supply, Installation and Commissioning of the equipment's)

S. No.	Description of Deliverables	Timelines	Release of payment
1	Kick-off meeting with a tentative plan for supply of material, Installation & Commissioning	1 Week	20%
2	Dispatch of material (Document proof of dispatch)	3 Weeks	10%
3	Successful delivery of material on site.	10 Weeks	50%
4	Successful Installation, Commissioning	12 Weeks	15%
5	After successful operation for 3 months		5%

Notes:

- i. Transportation cost will be paid at the time of dispatching of the material.
- ii. Custom duty/excise duty will be paid on actual after submission of invoice and proofs.
- iii. The above payment schedule will be allowed for Component-A pricing.

2. For Component-B (Training of the Country's staff on Operation and Maintenance practice of the equipment and instruments)

S. No.	Description of Deliverables	Timelines	Release of payment
1	Training of the Country's staff on Operation and Maintenance practices	Within 2 Weeks after Successful Installation & Commissioning	100%

Notes:

- i. Training of 3-5 people for maximum 4 days on day-to-day O&M of the equipment.

For Component-C (Comprehensive Operation and Maintenance for 1 year post commissioning)

- i. Payment will be processed in two tranches, 1st tranche at the end of six months after commissioning and 2nd Tranche at the end of 12 months after commissioning.

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall complete the delivery and installation within 90 days from the issuance of Contract.
Delivery Terms (INCOTERMS 2020)	Delivered at Place
Customs clearance	<input type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation (where applicable) <input checked="" type="checkbox"/> Supplier/bidder <input type="checkbox"/> Freight Forwarder
Exact Address(es) of Delivery Location(s)	CNDEB, Benin
Distribution of shipping documents (if using freight forwarder)	Bidder responsibility
Packing Requirements	Safe delivery of supplies, handling will be bidders responsibility
Training on Operations and Maintenance	Within 14 days of delivery and installation
Warranty Period	At least one year
After-sales service and local service support requirements	One year
Preferred Mode of Transport	Air

NOTES:

- The products/goods/parts of machineries must be recalled by the manufacturer/ bidder/ supplier at the manufacturers/ bidder/ suppliers cost if rejected by ISA/ purchaser or end user because of the problems with quality. The supplier/ bidder/ manufacturer will be obliged to replace the products/goods/parts of machineries in question at its own cost with a new one of acceptable quality.
- The supplier will be responsible for protection of materials, property and equipment before successful delivery and handover to ISA.
- Prices quoted must be inclusive of all costs necessary to supply these items, including delivery, warranty, transport cost, insurance, materials, installation, training and commissioning etc.
- OEM of equipment's' can be from any country. However, meeting the technical specifications is mandatory requirement.
- Items can be procured locally, within the country. However, bidder shall provide 1 year CMC as per the contract.

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	Click or tap here to enter text.	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No

Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
Previous relevant experience: 3 contracts				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity	Types of activities undertaken

Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this Quote I/we warrant that the bidder: has not entered any improper, illegal, collusive, or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ; has not attempted to influence, or provide any form of personal inducement, reward, or benefit to any representative of the Buyer.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest: I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS

Bidders are requested to complete this form, sign it and return it as part of their quotation along with Annex 2 Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RFQ/XXXX/IND 2023	Date: Click or tap to enter a date.

Technical Offer

Qualification Criteria

Please fill this and attach relevant documents. Only quotations of bidders qualifying against the below criteria will be evaluated.

Qualifying Criteria	Yes/No	List of supporting documents
Bidders must have the legal capacity to enter a binding contract with ISA and to deliver in the country, or through an authorized representative.		
Bidders must have the legal capacity to enter a binding contract with ISA and to deliver in the country, or through an authorized representative. Company registration certificate or any other document proving legal entity.		
The bidder must have the experience of supply of solar equipment's / hardware components. Submit copy of work order or completion certificate		
The bidder must have annual turnover of more than USD 100,000 - Please attach relevant documents.		

ISA reserves the right to reject the bid if it determines that the selected bidder has not provided the supporting documents against the Qualifying Criteria.

Technical Proposal

The bidder shall include the following in the technical proposal document:

- A brief description of your qualification and capacity that is relevant to the Scope of Works;
- A brief method statement and implementation plan;

Technical offer should encompass detailed specifications, including make, complying standards, relevant test certificate as applicable for each of the component proposed to be supplied by the bidder under the RFQ in line with the table below (Please refer to the specification/description given in the schedule of requirement in Annexure 1 for submitting the technical & financial proposal):

Item	Equipment	Quantity	Detailed Specification	Make/Model	Complying Standard	Period of Warranty
A	Tools and instruments					
A1	Personal Protective Equipment					
1	Reflective vests					
2	Helmets					

Item	Equipment	Quantity	Detailed Specification	Make/Model	Complying Standard	Period of Warranty
3	Work gloves					
A2	Instruments					
4	Digital multimeter (medium quality)					
5	Spare fuses for above multimeter (medium quality)					
6	Digital multimeter (professional standard)					
7	Spare fuses for above multimeter (professional standard)					
8	Clamp meter (medium quality)					
9	Insulation resistance tester					
10	Plug-in wattmeter					
11	Hand-held solar irradiance meter					
12	Infrared thermometer					
13	Solar Pathfinder					
14	Sun path diagrams for the Solar Pathfinder (only if Solar Pathfinder can be procured)					
A3	Tools					
15	Crimp/termination tools for PV interconnectors					
16	Crimping tool kit & crimps					
17	Electrician's tools kit					
18	Adjustable spanners					
19	Spanner set					
20	Screwdriver set for precision mechanics					
21	Basic vehicle mechanics tools set					
22	Long tape measures					
23	Hydrometer					
24	Allen key set					
25	Clipboards					
A4	Extras and spares					

Item	Equipment	Quantity	Detailed Specification	Make/Model	Complying Standard	Period of Warranty
26	Safety harness kit for working at height / on roofs					
27	Replacement batteries for multi- und clamp meters					
28	multimeter special cables (thermocouples, croco clamps, etc.)					
29	Soldering iron/station					
30	Soldering tips					
31	Solder					
32	Multiple socket strip with personal protection					
33	Hot air gun					
34	Schottky Diode 15 A 45 V					
35	Soldering station					
36	Multifunction Tool					
37	Bench power supply					
38	Anti-static pad for work space with earth wall plug					
39	Anti-static wrist band with earthing connection					
B	PV EXERCISE BOARDS					
	PV modules					
1	PV module					
2	PV module					
3	PV module					
4	PV module					
	PV cable connectors					
5	PV module inter-connection connectors (male)					
6	PV module inter-connection connectors (female)					

Item	Equipment	Quantity	Detailed Specification	Make/Model	Complying Standard	Period of Warranty
7	PV module inter-connection connectors (female)					
8	PV module inter-connection connectors (male)					
9	MC4 Y-plug					
	DC exercise boards					
10	Solar charge controller (standard, without MPPT)					
11	Solar charge controller (with MPPT)					
12	Inverter (battery inverter)					
13	DC lamps, 12 V, florescent					
14	DC lamps, 12 V, LED					
15	DC lamps, 12 V halogen					
16	Lamp holders					
17	DC fans					
18	DC/DC converter					
19	DC sockets					
20	DC plugs					
21	Junction boxes					
22	DC miniature circuit breakers					
23	DC miniature circuit breakers					
24	DC miniature circuit breakers					
	AC exercise boards					
25	Consumer unit / fuse board					
26	Miniature circuit breaker (MCB) AC					
27	Miniature circuit breaker (MCB) AC					

Item	Equipment	Quantity	Detailed Specification	Make/Model	Complying Standard	Period of Warranty
28	Residual current device (RCD)					
29	Socket outlet					
30	Socket outlet					
31	Socket outlet					
32	Plug					
33	Plug					
34	Plug					
35	Connector blocks / terminal strips					
36	Connector blocks / terminal strips					
37	Connector blocks / terminal strips					
38	Earth blocks					
	Cables, etc.					
39	Flex					
40	Cable					
41	Cable					
42	Cable					
43	PV cable / 'solar cable'					
44	Cable					
45	Cable					
46	Cable					
47	Cable					
48	Cable					
49	Cable					
50	Electrical insulation tape					

Item	Equipment	Quantity	Detailed Specification	Make/Model	Complying Standard	Period of Warranty
	Batteries & accessories					
51	Battery					
52	Battery terminals (pairs)					
53	Lead-acid batteries					
54	Battery terminals (pairs)					
55	Battery charger					
56	Funnel					
57	Acid pump (hand-driven)					
58	Work board					
C	HYBRID SYSTEM					
1	Battery system					
D	SOLAR HOME SYSTEM					
	Solar Home System Installation (made up of the following components)					
	Solar Home System Kit					
1	Solar Home System Kit or Bundle					
2	SHS Solarworx lamps 1W					
3	SHS Solarworx 32 inch TV					
4	SHS Solarworx fridge					
5	SHS Solarworx Victron PayG Dongle or switch					
E	SOLAR STREET LIGHT					
	Solar street light indoor					

Item	Equipment	Quantity	Detailed Specification	Make/Model	Complying Standard	Period of Warranty
1	100Wp Solar Street Lighting System, 20 W LED light (made up of the following components)					
2	Solar Charge Controller MPPT					
3	VRLA Gel Battery for Cycling Solar applications Total capacity min 2.4kWh @ c10 including interconnection, cable, screws, isolator and cable to Battery Fuse and from Fuse to Inverter--> Charge controller					
4	Remote Monitoring Device					
5	DC Load Distribution Box					
6	LED lamp					
7	LED lamp					
8	Twilight Switch /w Relay (not mandatory if already included in LED Lamp)					
9	Movement Sensor (not mandatory if already included in LED Lamp)					
10	Mounting Board					
11	Mobile work bench					
F	SOLAR WATER PUMPING SYSTEM INDOOR					
12	500...700 W Solar Water Pumping System (made up of the following components)					
13	Submersible pump system (will be inserted into reservoir)					
14	Safety water level sensor for safety water reservoirs					

Item	Equipment	Quantity	Detailed Specification	Make/Model	Complying Standard	Period of Warranty
15	DC bench power supply (to simulate PV modules)					
16	Surface Pump (wall mount on mobile work bench)					
17	Water pressure gauge					
18	Water reservoir					
19	Safety water reservoir (water reservoir will stand inside)					
20	Mobile work bench					
21	Acrylic safety housing for surface pump					
22	Emergency stop switch for pumps					
23	Relay box with 4mm laboratory safety connectors					
24	Work board (to be attached to the mobile work bench)					
Display Stand and Table						
G	TESTING EQUIPMENT					
	Tools for testing					
1	Isolation measurement equipment/ installation tester					
2	Thermography camera					
3	IR thermometer					
4	Multimeter x2					
5	Pressure valve					
6	Flow meter					
7	Industrial Thermostat					
	Technical testing equipment					
7	Laboratory power supply x2					
8	PV modules testing stand					
9	Microinverter x5					
10	Bulbs					
11	Computer/office x2					
12	Donor Plate					

The submission of proposal should highlight in subject line "SITC for equipment in Benin"

Financial Offer

Financial offer should encompass the quantity and price as applicable for each of the component proposed to be supplied by the bidder under the RFQ in line with the table below:

Submission for the Country..... *(fill the country name)*

Item	Equipment	Quantity	Detailed Specification	Unit Price (USD)	Total Price
A	Tools and instruments				
A1	Personal Protective Equipment				
1	Reflective vests				
2	Helmets				
3	Work gloves				
A2	Instruments				
4	Digital multimeter (medium quality)				
5	Spare fuses for above multimeter (medium quality)				
6	Digital multimeter (professional standard)				
7	Spare fuses for above multimeter (professional standard)				
8	Clamp meter (medium quality)				
9	Insulation resistance tester				
10	Plug-in wattmeter				
11	Hand-held solar irradiance meter				
12	Infrared thermometer				
13	Solar Pathfinder				
14	Sun path diagrams for the Solar Pathfinder (only if Solar Pathfinder can be procured)				
A3	Tools				
15	Crimp/termination tools for PV interconnectors				
16	Crimping tool kit & crimps				
17	Electrician's tools kit				

Item	Equipment	Quantity	Detailed Specification	Unit Price (USD)	Total Price
18	Adjustable spanners				
19	Spanner set				
20	Screwdriver set for precision mechanics				
21	Basic vehicle mechanics tools set				
22	Long tape measures				
23	Hydrometer				
24	Allen key set				
25	Clipboards				
A4	Extras and spares				
26	Safety harness kit for working at height / on roofs				
27	Replacement batteries for multi- und clamp meters				
28	multimeter special cables (thermocouples, croco clamps, etc.)				
29	Soldering iron/station				
30	Soldering tips				
31	Solder				
32	Multiple socket strip with personal protection				
33	Hot air gun				
34	Schottky Diode 15 A 45 V				
35	Soldering station				
36	Multifunction Tool				
37	Bench power supply				
38	Anti-static pad for work space with earth wall plug				
39	Anti-static wrist band with earthing connection				
B	PV EXERCISE BOARDS				
	PV modules				

Item	Equipment	Quantity	Detailed Specification	Unit Price (USD)	Total Price
1	PV module				
2	PV module				
3	PV module				
4	PV module				
	PV cable connectors				
5	PV module inter-connection connectors (male)				
6	PV module inter-connection connectors (female)				
7	PV module inter-connection connectors (female)				
8	PV module inter-connection connectors (male)				
9	MC4 Y-plug				
	DC exercise boards				
10	Solar charge controller (standard, without MPPT)				
11	Solar charge controller (with MPPT)				
12	Inverter (battery inverter)				
13	DC lamps, 12 V, florescent				
14	DC lamps, 12 V, LED				
15	DC lamps, 12 V halogen				
16	Lamp holders				
17	DC fans				
18	DC/DC converter				
19	DC sockets				
20	DC plugs				
21	Junction boxes				
22	DC miniature circuit breakers				

Item	Equipment	Quantity	Detailed Specification	Unit Price (USD)	Total Price
23	DC miniature circuit breakers				
24	DC miniature circuit breakers				
	AC exercise boards				
25	Consumer unit / fuse board				
26	Miniature circuit breaker (MCB) AC				
27	Miniature circuit breaker (MCB) AC				
28	Residual current device (RCD)				
29	Socket outlet				
30	Socket outlet				
31	Socket outlet				
32	Plug				
33	Plug				
34	Plug				
35	Connector blocks / terminal strips				
36	Connector blocks / terminal strips				
37	Connector blocks / terminal strips				
38	Earth blocks				
	Cables, etc.				
39	Flex				
40	Cable				
41	Cable				
42	Cable				
43	PV cable / 'solar cable'				
44	Cable				
45	Cable				

Item	Equipment	Quantity	Detailed Specification	Unit Price (USD)	Total Price
46	Cable				
47	Cable				
48	Cable				
49	Cable				
50	Electrical insulation tape				
	Batteries & accessories				
51	Battery				
52	Battery terminals (pairs)				
53	Lead-acid batteries				
54	Battery terminals (pairs)				
55	Battery charger				
56	Funnel				
57	Acid pump (hand-driven)				
58	Work board				
C	HYBRID SYSTEM				
1	Battery system				
D	SOLAR HOME SYSTEM				
	Solar Home System Installation (made up of the following components)				
	Solar Home System Kit				
1	Solar Home System Kit or Bundle				
2	SHS Solarworx lamps 1W				

Item	Equipment	Quantity	Detailed Specification	Unit Price (USD)	Total Price
3	SHS Solarworx 32 inch TV				
4	SHS Solarworx fridge				
5	SHS Solarworx Victron PayG Dongle or switch				
E	SOLAR STREET LIGHT				
	Solar street light indoor				
1	100Wp Solar Street Lighting System, 20 W LED light (made up of the following components)				
2	Solar Charge Controller MPPT				
3	VRLA Gel Battery for Cycling Solar applications Total capacity min 2.4kWh @ c10 including interconnction, cable, screws, isolator and cable to Battery Fuse and from Fuse to Inverter--> Charge controller				
4	Remote Monitoring Device				
5	DC Load Distribution Box				
6	LED lamp				
7	LED lamp				
8	Twilight Switch /w Relay (not mandatory if already included in LED Lamp)				
9	Movement Sensor (not mandatory if already included in LED Lamp)				
10	Mounting Board				
11	Mobile work bench				
F	SOLAR WATER PUMPING SYSTEM INDOOR				
12	500...700 W Solar Water Pumping System (made up of the following components)				

Item	Equipment	Quantity	Detailed Specification	Unit Price (USD)	Total Price
13	Submersible pump system (will be inserted into reservoir)				
14	Safety water level sensor for safety water reservoirs				
15	DC bench power supply (to simulate PV modules)				
16	Surface Pump (wall mount on mobile work bench)				
17	Water pressure gauge				
18	Water reservoir				
19	Safety water reservoir (water reservoir will stand inside)				
20	Mobile work bench				
21	Acrylic safety housing for surface pump				
22	Emergency stop switch for pumps				
23	Relay box with 4mm laboratory safety connectors				
24	Work board (to be attached to the mobile work bench)				
G	TESTING EQUIPMENT				
	Tools for testing				
1	Isolation measurement equipment/ installation tester				
2	Thermography camera				
3	IR thermometer				
4	Multimeter x2				
5	Pressure valve				
6	Flow meter				
7	Industrial Thermostat				
	Technical testing equipment				
7	Laboratory power supply x2				
8	PV modules testing stand				
9	Microinverter x5				
10	Bulbs				
11	Computer/office x2				

Item	Equipment	Quantity	Detailed Specification	Unit Price (USD)	Total Price
12	Donor Plate				

Please fill the component wise cost of goods/services in the table below:

SL NO.	BRIEF DESCRIPTION OF GOODS/ SERVICES	Price in USD	Customs duty/excise duty/other taxes#
1	Component A: Supply of required solar PV Training and Testing equipment's* (As detailed out above), Installation, Testing & Commissioning		
2	Component B: Training Charges		
3	Component C: Comprehensive maintenance of the system for the period of one year form the date of commissioning.		
Total Price			
Transportation Price (up to delivery site)			
Insurance Price (up to delivery site)			
Other Charges (specify)			
Total Final and All-inclusive Price			

- ISA will evaluate the financial offers received from the bidders based on total quoted price excluding tax.
- # Please provide details of the nature of the taxes. Taxes will be paid on actual basis on submission of documents proving the nature and the amount of tax.
- * ISA reserves the rights to select/deselect items from list of equipment's.

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Warranty and After-Sales Requirements	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements [pls. specify]	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

Other Information:

Estimated weight/volume/dimension of the Consignment:	Click or tap here to enter text.
Country/ies of Origin: (if export licence required this must be submitted if awarded the contract)	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.	
Exact name and address of company	Authorized Signature:

<p>Company NameClick or tap here to enter text.</p> <p>Address: Click or tap here to enter text. Click or tap here to enter text.</p> <p>Phone No.:Click or tap here to enter text.</p> <p>Email Address:Click or tap here to enter text.</p>	<p>Date:Click or tap here to enter text.</p> <p>Name:Click or tap here to enter text.</p> <p>Functional Title of Authorised Signatory:Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>
---	---

ANNEX 4: CHECKLIST FOR SUBMISSION OF BID

Item	Yes, we have submitted	If you cannot submit, pls. indicate the reason
Technical Proposal	<input type="checkbox"/>	Click or tap here to enter text.
Filled up Annex 2 and Bidder Declaration form	<input type="checkbox"/>	
Registration Certificate	<input type="checkbox"/>	
Annual Turnover Certificate	<input type="checkbox"/>	
Documents against Qualifying criteria as per Annexure-3	<input type="checkbox"/>	
Financial Proposal	<input type="checkbox"/>	Click or tap here to enter text.
Quoted prices for all items in the list	<input type="checkbox"/>	
Quoted price for the three components in the table	<input type="checkbox"/>	
Quoted prices for Transportation (up to the delivery site)	<input type="checkbox"/>	
Quoted prices for Insurance (up to the delivery site)	<input type="checkbox"/>	
Quoted prices for VAT or other taxes and duties	<input type="checkbox"/>	

The submission of proposal should highlight in subject line “SITC for equipment in Benin”