

## Request for Proposal

8-July-2022

### **20-30 kW commercial solar photovoltaic (PV) and integrated power system installation for professional office, Tbilisi Georgia.**

Peace Corps is soliciting for preliminary proposals to lead to a fixed-price quotations from companies for the services detailed above. Please provide cost quotes for both a 20kW and 30 kW system, utilizing tier-1 solar manufactured equipment.

If you are interested in submitting a proposal, please do so by sending your completed Proposal and preliminary Quotation/Bid (See E. below) by e-mail to:

[ge-DMO@peacecorps.gov](mailto:ge-DMO@peacecorps.gov)

**Confirmations of interest are due no later than 2:00 pm, on Friday 22-July 2021.** Once interest has been expressed through an initial proposal and company credentials confirmed select companies will be requested to engage in an on-site consultation with Peace Corps Georgia and be invited to submit a more detailed proposal and quotation based on the assessment of the site and facilities.

Written questions about this Request for Quotation (RFP) may be sent to the email address noted above in advance of the RFP due date. No phone calls please.

Peace Corps will evaluate all proposals received by the deadline based on the minimum requirements and/or evaluation factor(s) shown below. Contingent on the availability of funds and continued need for the supplies and/or services, at the end of the evaluation process, Peace Corps intends to award a firm-fixed-price contract for the purchase of the required supplies and/or services to the selected vendor.

- A. **Statement of Work – see below.**
- B. **Place of Performance [and Required Work or Delivery Schedule]**

**Location of work:**

1. **Preparation of equipment:** Contractor's office, work site.
2. **Consultations and installation:** To take place on-site at Peace Corps Georgia's office, facility location in Tbilisi Georgia.

**Desired timeline of project:** 15-August to 15-December 2022.

### C. **Contract Terms and Conditions**

As an Agency of the United States Government, Peace Corps has an approved contract template that it intends to use for the award. Peace Corps reserves the right to deny making a contract award to a vendor should they refuse to sign the Peace Corps approved contract template.

**Confidentiality agreement** – The Bidder agrees upon receipt of this information to maintain confidentiality of the information contained herein.

**Conflict of interests** – The Bidder agrees to disclose to Peace Corps Georgia any and all potential conflicts of interest in the event they have any contractual obligations with the owners of the property and if selected for the work, any and all potential conflicts of interests with any considered or selected contractors or service providers associated with the proposed work, construction and any other related services to this project.

### D. **Minimum Criteria**

A proposal will not be considered further if it does not meet the following minimum criteria:

1. Provide fixed prices for **all items** listed **or** select **group(s) of items as indicated** matching the specifications and measurements listed.  
*Note substitutions of items with similar but not equal measurements will be accepted.*
2. Submission of Proposal and preliminary Quotation/Bid Requirements listed in E. below.

### E. **Proposal and preliminary Quotation/Bid Requirements and Evaluation Factors:**

**Provide Peace Corps Georgia a Bid Package to include:**

1. **Prices of equipment and services to be offered and background of company and technical details of equipment** (Word or PDF formats). Include:
  - a. Primary point of contact and team members associated with the work to be done.
  - b. **Company information** regarding number of years' experience and example of providing similar equipment and services. References or list of customers receiving similar services is encouraged.
  - c. **Knowledge and experience with government and utility regulations**, i.e., net metering and other applicable laws and regulations governing the installation of commercial PV systems.
  - d. **Detailed manufacturer information:**
    - i. **Technical specifications** of all equipment offered.

- ii. **Origin of manufacture(s) of all major components**, i.e., engine, control systems, etc.
  - e. **Names, model numbers and links to manufacturers** as cited above.
  - f. **Warranty information.** Any details and information about warranties on any and all components.
  - g. **Servicing Options** for ongoing and/or periodic maintenance checks and assistance in ensuring systems are functioning as designed.
2. **Preliminary Proposed Bid Cost.** Please provide costs for your bid detailing the following:
- a. **Price of all PV equipment and panels;** make and manufacture information
  - b. **Price of control systems for integration** of local power supply and automatic operation in the event of power failure. Note Peace Corps Georgia utilizes as back-up diesel generator for emergency power.
  - c. **Price of any other materials, supplies, labor and services** required to fulfill installation and operation.
  - d. **Estimated average payback period** for similar sized systems based on experience in Georgia.

Note: Peace Corps Georgia is exempt from VAT and quotation for equipment should not include VAT.

**Quotations that meet the minimum criteria listed above may be further evaluated based on the following factors:**

- e. Price and quality of PV system components and control systems offered.
- f. Experience, credentials and commercial relationships with manufactures of above equipment and controls.
- g. Warranties offered on equipment.
- h. Service options offered.

Award may be made with or without negotiations between the Peace Corps and the selected vendor. Award may be made to a vendor that provides the lowest priced technically acceptable quotation, or to a vendor other than the one that provided the lowest priced quotation, should that vendor be determined to have provided the best value quotation to the Peace Corps taking technical and cost factors into account.

All vendors that submit quotations in response to this RFQ will be notified of the results.

## Scope of Work

### **20 – 30 kW commercial solar photovoltaic (PV) system and integrated power system installation for professional office, Tbilisi Georgia.**

**Address of Property:** 118A Sairme Street, Tbilisi 0125 Georgia

The individual or company selected to provide a 20 to 30 kW (to be determined pre-contract in consultation with selected vendor) commercial solar photovoltaic (PV) and integrated power system will be responsible for the completion of the following work **no later than 15-December, 2022**. Peace Corps requires use of tier-1 solar manufactured equipment. The planning and work to be provided by the contractor will assist Peace Corps Georgia in:

1. **Installation of a 20-30 kW commercial solar photovoltaic (PV) and integrated power system for professional office to be integrated (net-metering) with the local utility electric power and existing back-up generator.**
2. **Consultations and site-visits** to confirm feasibility and installation location(s) and list of equipment and controls based physical walk-through of the property and assessment of existing power systems.
  - a. Contractor is responsible for confirming with Peace Corps Georgia final selection, quantity and quality of equipment and controls to be purchased, assembled and installed for operational use.
3. **Ordering approved list of equipment and control systems**
4. **Overseeing and ensuring delivery** of equipment and controls
5. **Overseeing and ensuring proper installation** of equipment and controls purchased under the contract.
6. **Confirming and documenting all warranty information** of equipment and controls as applicable.
7. **Carryout any agreed servicing agreement.**

#### **Peace Corps Georgia responsibilities:**

1. Provide Contractor with detailed information pertaining to the electrical services and installation location for the equipment and controls.
2. Coordinate scheduling of delivery, assembly and installation with Contractor.