

***Bidding Document for the Hiring of a
Designated Operational Entity (DOE) for
Verification of Certified Emission Reductions
(CER) of Quaid-e-Azam Solar Power (Pvt.)
Limited***

Procurement No. 2022/Tech-02



Quaid-e-Azam Solar Power (Pvt.) Limited

Submission DEADLINE: 10th of January, 2023

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1. Introduction & Brief Description of the Project

Quaid-e-Azam Solar Power (Pvt.) Ltd, a company wholly owned by the Government of Punjab, Pakistan, has constructed Pakistan's first ever 100MW_p DC Solar Power Plant in Quaid-e-Azam Solar Park, Cholistan, Bahawalpur. The project has been developed using polycrystalline photovoltaic cells without any backup generators and generating 100% clean energy feeding into the national grid.

The 100MW project is installation of a new power plant at the site and is not a capacity addition, retrofit, or replacement of any other existing plant. So the current baseline scenario is the energy that is being fed into the national grid through other power plants, the details are provided in the Draft Project Design Document (PDD), and the project scenario is a clean Greenfield power plant that is generating energy and supplying it to the national grid through National Transmission and Dispatch Company (NTDC).

The project achieved its COD (Commercial Operations Date) on 15-July-2015 and generating around 160 GWh of electricity on average. The registration process with CDM executive board was completed on 22-February-2018 (details can be checked following weblink <https://cdm.unfccc.int/Projects/DB/RWTUV1493361547.6/view>) . The crediting period of 3rd year has been completed on 21-Feb-2021 already (i.e. from 22-February-2020 to 21-February-2021).

The project is also impacting the environment of the overall region by reducing pollution through plantation and other activities in the vicinity surrounding the project by developing communities and growing vegetation in the project area.

Moreover, the most significant improvement the project is the generation of electricity itself that is helping in the reduction of load shedding and the energy crisis to some extent and provision of electricity to the local population. The entire solar park, in the long run will lay a critical role in attempting to bridge the energy supply demand gap that the country is facing at the moment.

❖ **Host Party**

Islamic Republic of Pakistan

❖ **Location of the Project Activity**

Cholistan, Bahawalpur, Punjab

❖ **Sectoral Scope & Methodology Used**

1: Energy Industries (renewable-/non-renewable sources)

❖ **Methodology Used**

ACM0002_ver.17 – Large-Scale Consolidated Methodology for Grid-Connected Electricity Generation from Renewable Sources

2. Objectives

The objective of hiring of the designated operational entity (DOE) is to verify/certify project activities. To carry out the verification, the DOE must verify that the project meets certain basic eligibility requirements, consult with stakeholders, and finally provide a request for verification to the Executive Board in the form of a verification report after which the Carbon Emission Reductions “CERs” would be issued by CDM Executive Board.

3. Scope of Work

Validation of the CERs as per the requirement of CDM Executive Board and submission of the report to the Executive Board for verification.

The designated operational entity shall:

1. Maintain confidentiality of the documents as required by the client before making the Monitoring Report (MR) public.
2. Inform project participants of its determination on the verification of the project activity.

Notification to the project participants will include:

- a. Confirmation of verification and date of submission of the verification report to the Executive Board; or
 - b. An explanation of reasons for non-acceptance if the project activity, as documented, is judged not to fulfil the requirements for verification;
3. Submit to the Executive Board, if it determines the proposed project activity to be valid, a request for verification in the form of a verification, the written approval of the host Party, and an explanation of how it has taken due account of comments received.
 4. Provide support and follow-up till final issuance of CERs by CDM executive board.

4. Deliverables

- Review of Monitoring Report and publication on CDM website.
- Draft Verification Report
- Final Verification Report and submission to CDM

5. Requirements for the Proposal

The proposal submitted by the company shall include:

Sr.No	Evaluation Criteria	Yes / No
01	Registered with Executive Board of CDM	
02	JV Agreement (If Applicable)	

03	timeline for the tasks to be completed during verification.	
04	Number of key persons deployed for the verification (Resumes)	
05	Brief company profile.	
06	list of CDM projects validated by the company to date.	

6. Conditions of Tender

The DOEs registered with Executive Board of CDM are eligible to apply for this tender. The DOEs having no operations in Pakistan, may apply through their associate or partner firms in Pakistan.

Except following two countries all other countries are eligible to participate in the tender:

- 1 India**
- 2 Israel**

The single stage single envelop method under PPRA 2014 (Punjab, Pakistan) will be used for evaluation.

The proposal will be evaluated on Least Cost Method:

7. General Conditions

7.1. Scope of Bid

- a. The Employer/Purchaser/ Owner wishes to receive bids as described in the Bidding Documents.
- b. **Scope of Work:** The scope of work shall be the same as defined in the bidding document.
- c. The successful bidder will be expected to complete the Scope of work within the period stated in bid documents.
- d. Throughout this bidding documents, the term “bid” and “tender” and their derivatives (“bidder/tenderer”, “Bid/tendered/tender”, “bidding/tendering”, etc.) are synonymous, and day means calendar day. Singular also means plural.

7.2. Eligible Bidders

- a. Bidders who provide documents establishing Bidder’s Qualification

- b. Bidder shall, as part of their bid, submit a written power of attorney authorizing the signatory of the bid to commit the bidder.
- c. Pursuant to Bid Evaluation Criteria specified in Invitation for Bids (IFB), the bidder shall furnish all necessary supporting documentary evidence to establish the bidder's claim of meeting the BEC.
- d. The bidder shall furnish, as part of his bid, documents establishing the bidder's eligibility to bid and his qualifications to perform the contract if his bid is accepted.
- e. The documentary evidence of the bidder's qualifications to perform the contract if his bid is accepted, shall establish to the owner's satisfaction that, the bidder has the technical and productions capacity necessary to perform the contract.
- f. The invitation of bid is open to any bidder registered as active DOE with Executive Board of CDM. Except following two countries all other countries are eligible to participate in the tender:
 - 1 India
 - 2 Israel
- g. The bidder shall not be under a declaration of ineligibility by owner for corrupt or fraudulent practices.
- h. The bidder shall not be blacklisted by any Government Department / Public Sector on the due date of submission of bid. If the documents were issued inadvertently / downloaded from website, offers submitted by such bidders shall not be considered for opening / evaluation / award.

7.3. One Bid per Bidder

- a. A bidder shall submit only one bid in the same bidding process. A bidder who submits or participates in more than one bid will cause all the proposals in which the bidder has participated to be disqualified.
- b. Alternative bids are not acceptable.
- c. Bids from Consortium: Applicable if DOE has no registered office in Pakistan and is applying through its associate or partner firm.

7.4. Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of the bid, and owner, will not be responsible or liable for this cost, regardless of the conduct or outcome of the bidding process.

7.5. Site Visit

- a. The bidder may visit and examine the site of works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid. The costs of visiting the site shall be at the bidder's own expense. However, the local transportation and Security shall be provided by Owner during site visit.
- b. The bidder and any of its personnel or agents will be granted permission by the owner to enter upon its premises and lands for the purpose of such visit, but only upon the express condition that the bidder, its personnel, and agents will release and indemnify the owner and its personnel and agents from and against all liability in respect thereof, and will be responsible for death or personal injury, loss of or damage to property, and any other loss, damage, costs, and expenses incurred as a result of the inspection.

7.6. Language of Bid

- a. The bid prepared by the bidder, all correspondence documents relating to the bid exchanged by the bidder with the owner shall be in English language alone provided that any printed literature furnished by the bidder may be written in another language so long as accompanied by an English translation, in which case, for the purpose of interpretation of the bid, the English translation shall govern.
- b. In the event of submission of any document / certificate by the bidder in a language other than English, the English translation of the same duly authenticated by Chamber of Commerce of bidder's country shall be submitted by the bidder. Metric measurement system shall be applied.

7.7. Bid Prices

- i. Prices quoted should be inclusive of fee towards complete scope of work, all taxes, duties, levies, license fees, and payments towards third party charges towards surveys etc. including all taxes and duties. Conditional discount, if offered, shall not be considered for evaluation. List of applicable Taxes in Pakistan (Punjab) are as follow:
 - a. Punjab Sales Tax
 - b. Income Tax

Bidders may get the applicable tax information from the website of tax authority

- ii. The cost of any other item / services, which are considered necessary for completion of the job, is deemed to have been included in the lump-sum prices.

- iii. Prices quoted by the bidder shall be firm and fixed during the bidder's performance of the contract. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.
- iv. Bids can only be quoted in Pakistani Rupees
- v. Prices shall be written both in words, and in figures. In the event of difference, the price in words shall be valid and binding.
- vi. Bidder shall be solely responsible for ascertaining all types of taxes and duties applicable for providing the services as mentioned in the scope of work.
- vii. Quoted prices shall also be inclusive of all costs towards carrying out any surveys, travel to Pakistan, site visits by its personnel, stay in Pakistan, boarding, lodging, incidental expenses etc. required for Scope of Work.

7.8. Submission of Bid

- a. Bids shall be submitted up to 10th of January, 2023 till 04:00 pm (Pakistan Standard Time) in the office Quaid-e-Azam Solar Power (Pvt) Ltd. Bids shall be opened on the same day at 04:30 pm in the presence of the representative of the firms who may wish to attend.
- b. Address & Contact person for sending Bids, Obtaining Documents and for any clarification:

Chief Executive Officer
Quaid-e-Azam Solar Power (Pvt.) Ltd.
3rd Floor, 83 A E/1, Main Boulevard, Gulberg III, Lahore
projectmanagement@qasolar.com, pm@qasolar.com
Web Address: www.qasolar.com
Phone: +92-42- 99332261-65 Ext: 118/137

7.9. Late Submission

- a. Bids submitted after the deadline shall not be considered and will be counted as unresponsive as per Rule 30(4) of PPRA 2014.

7.10. Clarifications/Queries

Any applicant requiring clarification regarding This tendering document or any of the requirements set out hereunder, may send an electronic request for clarification to QASP on e-mail address projectmanagement@qasolar.com, pm@qasolar.com

Any such request for clarification shall be sent to the said email address not later than 7 days prior to the submission deadline of the bid by 1600Hrs (Pakistan Standard Time, GMT+5) (Pakistan Standard Time, GMT+5)

7.11. Period of Validity of Bid

- a. The bid shall remain valid for acceptance for 90 days from the bid due date. Owner shall reject a bid valid for a shorter period being non-responsive. The bidder shall not be entitled during the said period of 03 months, to revoke or cancel its bid or to vary the bid given or any term thereof.
- b. In exceptional circumstances, prior to expiry of the original bid validity period, the Owner may request that the bidder extend the period of validity for a specified additional period. The requests and the responses thereto shall be made in writing (by fax/post/e-mail). A bidder agreeing to the request will not be required or permitted to modify his bid.

7.12. Payment Mechanism

The payment mechanism for the project would be as under:

Mile Stone	Percentage
Inception Report	20%
Draft Monitoring Report	20%
Final Monitoring Report	20%
Draft Verification Report	20%
Final Verification Report	20%

FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To: [Name and address of Client]

Dear Sir,

We, the undersigned, offer to provide Services for Verification of Carbon Emission Reduction for Quaid-e-Azam Solar Power (Pvt.) Ltd in accordance with your Bidding Document dated [Insert Date] and our Proposal. Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures¹]. This amount is inclusive of the taxes.

Our Financial Proposal shall be binding upon us up to expiration of the validity period of the Proposal, i.e. 90 days from date of opening of bid.

No commissions or gratuities have been or are to be paid by us to agents relating to this Proposal and Contract execution.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____



FORM FIN-2 SUMMARY OF COSTS

Item	Costs
	Pak Rupees
Remuneration	
Expenses	
Total Costs of Financial Proposal ¹	

1 Indicate the total costs, including of all applicable taxes, to be paid by the Client in local currency
