

Tender No: AT. 6/2019

Subject: SUPPLY, INSTALLATION AND MAINTENANCE OF PHOTOVOLTAIC SYSTEMS**BRIEF DESCRIPTION****1. INTRODUCTION**

The scope of works includes supply, delivery, installation, commissioning, testing, operation and maintenance (O&M) of complete photovoltaic (PV) systems producing electricity and utilised according to the self-consumption scheme for a period of fifteen (15) years. The PV systems shall be installed at six (6) different sites owned by CYTA (the Property Owner) in Cyprus in roof-mounted and/or open-field installations.

2. EXTENT OF WORK

The total power capacity of each PV array installed at the different sites owned by CYTA in Cyprus at Standard Test Conditions (STC), shall be as follows:

| | | |
|-------------|-------------------------------------|-----------|
| 1. | 40 Spilia/Dasoupolis building | 150 kWp |
| 2. | Geroskipou building | 75 kWp |
| 3. | Headquarters building | 150 kWp |
| 4. | Educational Centre building | 15 kWp |
| 5. | Pentaxoinos building | 120 kWp |
| 6. | Makarios Satellite Station building | 270 kWp |
| Total (kWp) | | 780 kWp |
| Total (MWp) | | 0.780 MWp |

Only Tenders covering the supply of all Works detailed in the Specification must be submitted. Partial Tenders shall not qualify for consideration.

3. GENERAL REQUIREMENTS

The PV power systems shall include all components necessary for a complete system. This shall include but not be limited to the following: PV modules, support structures, combiner units, junction boxes, fused connection boxes, DC distribution boards, inverters and associated wiring, conduit, protective devices, surge suppression, G59/1 protection, metering equipment and public displays for awareness and education.

Each PV system shall include a data acquisition system that shall monitor the output of the installation together with ambient solar conditions.

The successful Tenderer shall be responsible for all the necessary permits and licenses with respect to the operation of the proposed PV systems in compliance with the present Cyprus regulations for PV plants for the conditions of production of the project.

The Tenderer shall provide the guaranteed PV system production yearly $Y_{AC,guaranteed}(Year\ i)$ for 15 years and based on valid PV system simulation results that shall account for the performance losses and degradation of the system.

The performance and monetary guarantee will be based on the provided yearly guaranteed PV system production AC yield ($Y_{AC,guaranteed}(Year\ i)$) for years $i = \{1 \dots 15\}$ by the Tenderer including an uncertainty of -5% and the yearly actual PV system production AC yield ($Y_{AC,actual}(Year\ i)$) for each respective year.

4. MAINTAINANCE

The successful Tenderer shall safeguard the optimal performance and safe operation of the PV system and undertake preventive and corrective maintenance of photovoltaic systems for 15 years.

5. CLOSING DATE

Tenders shall be submitted by 10:00 hours on Friday, 1st November 2019.

6. VALIDITY OF TENDERS

Tenders are to be held open for acceptance 180 days from the specified closing date.

7. PARTICIPATION REQUIREMENTS

Eligible for participation in the present tender procedure are natural or legal persons (governed by public or private law) or consortia of natural and/or legal persons lawfully established in Cyprus or in any other Member State of the European Union (EU) or of the European Economic Area (EEA) or in third countries who have signed and ratified the International Government Procurement Agreement (GPA) or have signed and ratified association agreements or bilateral agreement with the EU or with the Republic of Cyprus in the sector of Public Procurement.

The average number of permanently employed personnel during the preceding three (3) consecutive fiscal years (present year and past two years) shall not be less than five (5).

Tenderers must be legally registered for at least five (5) years (present year and past four years).

The minimum turnover of the Tenderer in developing, permitting and building photovoltaic systems projects, over the last five (5) years (present year and past four years) shall be at least € 2.000.000 (2 Million Euro).

The Tenderers must provide information on photovoltaic system projects undertaken in the past five (5) years (present year and past four years) giving a brief description of each job undertaken, the funding source(s), amount of contract and information on the employer.

All the Tenderers must have and submit the following along with the Tender:

- Quality Assurance certificate ISO: 9001 or equivalent.
- Total installed PV capacity track record more than 2 MWp grid-connected PV projects in the last five (5) years (present year and past four years).
- Documented experience in developing/permitting/building in at least two (2) grid-connected PV projects equal or larger than 0.5 MWp each, and among them at least one project in a European country.

8. PAYMENT TERMS

Tenderers shall comply with the following payment terms for the Equipment/Materials/Services applicable during the execution of the project until the Final Acceptance Date and for Services applicable during the period the Services are rendered to Cyta.

For Equipment and Implementation Services:

5% of the contract price, within 45 days from the Effective Date of Contract upon submission of a pro-forma invoice and the delivery of an unconditional advance payment guarantee

80% of each order, within 45 days from the Provisional Acceptance Date upon submission of a commercial invoice for the 100% of the order value

15% of each order within 45 days from the Final Acceptance Date (24 months after Provisional Acceptance Date)

For Services (Excluding Services Included in the Works):

100% (one hundred percent) of the Services with forty five (45) days from the date of the relative invoice which shall be issued after the Services are actually rendered and completed

Annual maintenance fee shall be effected in cash in one annual installment in arrears. Payment shall be made within 45 days from the end of each 12 month maintenance period.

9. TENDER PRESENTATION

The Tender must be submitted using the «TWO-ENVELOPE METHOD».

10. TENDER EVALUATION

The evaluation of the Tenders shall be carried out in two stages using Numerical Criteria (weights), which reflect the relative significance assigned by Cyta to each section of the Tender.

These predetermined criteria will facilitate the accurate evaluation of compliance of each Tender with Cyta's requirements.

In the first stage of the evaluation, ONLY the Technical Proposals will be opened and evaluated for compliance with the Specification Requirements and for their degree of compliance using the following Evaluation Criteria with their respective weights (Maximum Score):

| | |
|----------------------------|----------------------|
| Evaluation Criteria | Maximum Score |
|----------------------------|----------------------|

| | |
|--|-----|
| Proposed Total Normalized PV Systems Guaranteed AC Energy normalized to the proposed total capacity of all six (6) PV systems for the duration (for all 15 years) of the project (MWh/MWp) | 100 |
|--|-----|

| | |
|---|-------------------|
| Total Technical Evaluation Score | <u>100</u> |
|---|-------------------|

Full compliance to the Technical criteria is required. A Tender that is not fully compliant to the set criteria will be considered incomplete and will be subject to disqualification.

To achieve full marks the Tenderer must propose the Highest Total Normalized PV Systems Guaranteed AC Energy normalized to the proposed total capacity of all six (6) PV systems for the duration (for all 15 years) of the project (MWh/MWp).

The Tenderers will be allocated a pro rata percentage using the formula below applied comparatively based on what the Tenderers propose, for the Percentage Weighted Score (PWS) of this evaluation criterion:

PWS = [Tenderer’s Proposed Total Normalized PV Systems Guaranteed AC Energy normalized to the Tenderer’s proposed total capacity of all six (6) PV systems for the duration (for all 15 years) of the project (MWh/MWp) divided by the Highest Tender proposed Total Normalized PV Systems Guaranteed AC Energy normalized to the total proposed capacity (respective for the highest tender proposed) of all six (6) PV systems for the duration (for all 15 years) of the project (MWh/MWp)] multiplied by the percentage weighting i.e. 100 %.

The result of the first stage of evaluation will be a prequalification of those Tenders that comply with the Specification Requirements having scored the following minimum points:

75% of the Total Technical Evaluation Score.

During the technical evaluation process, if a Tender scores less than 60% of the Maximum Score in any of the Evaluation Criteria evaluated so far or less than 75% of the Total Technical Evaluation Score, the Tender will not be further evaluated.

In the second stage of the evaluation, the Financial Proposals of ONLY the prequalified Tenders will be opened. The Total Present Value of each proposal will be determined.

The Final Evaluation Index will then be calculated as follows:

$$K_x = a \frac{A_{min}}{A_x} + b \frac{B_x}{B_{max}}$$

K_x = Final Evaluation Index.
 a = Cost Weighting Factor = 0,40.

- A_{min} = The Lowest Total Present Value among all Tenders for which the Financial Proposal is opened.
- A_x = The Total Present Value of the proposal in question, which includes all products and services taken into consideration in the financial evaluation.
- b = Weighting Factor of the Technical Characteristics = 0,60.
- B_x = The Total Technical Evaluation Score of the proposal in question.
- B_{max} = The Maximum Total Technical Evaluation Score among the qualifying Tenders.

The Final Evaluation Index for each Tender will be used as the basis for the final decision on the award of the Tender.

The Financial Proposals of the disqualified Tenderers will be returned unopened to the Tenderers as soon as practicable following the award and the signing of the Contract.

11. TENDER AWARD

Cyta shall award the complete Tender to one Tenderer. No partial award shall be allowed.

The decision on the award of the Contract will be announced on the notice board of Cyta at Ground Floor, Head Office Building, Telecommunications Street, Strovolos, Nicosia, Cyprus, as soon as practicable following the award.

12. DELIVERY TIME

Firm deliveries and Implementation Schedule for the completion of all Works shall be quoted. Any such delivery or implementation dates shall be regarded as of essence to the Contract.

Firm delivery periods shall also be quoted for any further order placed in the framework of a Supply Agreement.

In case of delay in the delivery of equipment, Cyta is entitled to claim damages which are specified as equal to 1% per week on the total value of the undelivered portion of the order plus the value of any delivered equipment which cannot in consequence be put to the use intended. These damages, however, shall not exceed 10% of the total value of the undelivered plus the incapacitated equipment.

The period of execution of the contract shall be 12 months (max 18 months if licensing exceeds 6 months period) for the construction period and including the commissioning of each PV system. The Tenderer shall provide an analytical Time Plan (Gantt chart) for the construction period and including commissioning of each PV system.

13. DOCUMENT PURCHASE

Documents shall be available for purchase from Wednesday 11th November 2019:

1. At the following Cytashops for €100,00 plus VAT per CD:

- Nicosia - 14 Strovolou Avenue, Strovolos
- Nicosia - 1 28th October Str., Engomi
- Limassol - 89 Athinon Str.

- Paphos - 11 Grivas Dighenis Ave.
 - Larnaca - 7 Zenonos Pierides Str.
 - Paralimni - 125 Grivas Dighenis Ave.
2. Via Cyta's Internet Service (cytanet) for €50,00 plus VAT at the web page:
<http://www.cyta-tenders.cytanet.com.cy>