



لخدمات الطاقة
Energy Services

Request for Proposal
For
Preventive Maintenance Services
For
195 Kwp Solar Rooftop at Al Jalila cultural Centre
(RFP # 165)

RFP Issue Date : 17th January 2022

Response Due Date : 26th January 2022

Response Due Time : 2:00 PM (UAE Time)

Submission Mode : Online Submission

1. Introduction

Al Etihad Energy Services Co. LLC is seeking proposals for 12 months preventive maintenance services for already operational solar rooftop system of total capacity 195 Kwp at Al Jalila cultural Centre

System Information

The following table illustrate the system Introduction:

Location	Plant Capacity (Kwp)	Installation type
Al Jalila cultural Centre	195	Rooftop

A- Site Visit

Site visit is scheduled for 9Am,19th Jan.

2. Proposal submission required documents

No	Required documents	Submission Status
1	State your compliance to tems and conditions of RFP and scope of work on company letter head and confirm that your proposal will remain valid for 90 days from subission deadline Note : No assumptions and exclusions are acceptable in proposal.	
2	Submit the Valid Trade License	
3	Total years of Organization experience in Solar O&M	

4	Total capacity of solar system O&M experience in MWp.	
5	Provide O&M department Organization Chart and CVs of staff	
6	Provide the O&M process and approach	

3. Insurances

The Contractor shall be responsible to provide the following insurances for the project (in the joint names of the Contractor, Employer and the Customer) Within 14 days from the receipt of PO:

- i. Erection All Risk Insurance (For a value of AED 1.25 times of Solar Plant asset value)
- ii. Public Liability Insurance For a value of AED 1.25 times of Solar Plant asset value)
- iii. Workmanship Insurance (As per UAE laws)
- iv. Plant and Equipment Insurance (for full replacement value)

The Contractor shall be required to fully comply with terms and conditions of insurances which shall be stipulated in the contract.

4. PROPOSAL EVALUATION

The Technical & Commercial evaluation shall be based on the numerical merit score. Total 100 points allocated to the below indicated areas

Technical Evaluation

The technical evaluation shall be based on numerical merit score. A total of 50 points have been allocated to following areas as detailed below:

Area	Points
Total years Organization experience in Solar O & M	10
Total capacity of solar system O & M experience in MWp.	10
Compliance to terms and conditions and scope of work of this RFP on company letter head and submission of trade license	10

Submission of O & M process and approach	10
Submission of proposal bond as per RFP requirement.	10
Total Technical Score	50

Financial Evaluation

The Financial evaluation shall be based on numerical merit score. A total of 50 points have been allocated for financial evaluation.

Total 50 points shall be given to the proposal which has lowest price. For calculating points of other bids following formula shall be used:

Financial Proposal Points of Proposal 'X' shall be equal to lowest evaluated price multiply by 50 and divided by total price of Proposal 'X'.

Achieved Score of Proposal 'X' = Lowest Evaluated Price x 50/Total Price of Proposal 'X'

Global Evaluation

For the purpose of establishing the lowest evaluated Bid the technical points and commercial points scored shall be integrated as follows :

	Points Scored			
	Bidder	X	Y	Z
50% Technical Score				
50% Financial Score				
100% Total				

5. Contract pricing:

Fill the following tables for Commercial proposal :

Sr#	Descriptions	Amount (AED)
1	12 Months Preventative maintenance (One wet Cleaning/ Month)	
	Total (Excluding VAT)	

Sr#	Descriptions	Amount (AED/Hour)
1	Corrective maintenance labor unit cost	
	Total (Excluding VAT)	

Payment Will be done quarterly after acceptance of quarterly O&M report; however, contractor has to submit the monthly O&M report additionally and if contractor fail to perform scheduled preventive Maintenance , Employer has right to stop payments and terminate the contract.

- The price should be inclusive of mentioned scope of work , preventative maintenance and monthly reporting.
- Any clarifications related to this tender, should be addressed only to – Etihad.tenders@etihadesco.com.
- Bidders are requested to send all the queries regarding the RFP documents to Etihad.tenders@etihadesco.com. Any such enquiry must be received no later than seven (7) days before the proposal submission date.
- The bidder shall submit an electronic copy of their proposal to esubmission@EtihadEsco.com, proposal shall be addressed to:

Ref: Request for Quotation (RFQ 165) – Preventive Maintenance of Solar PV System at Al Jalila Solar Project

ANNEXURE A

Scope of work

The Scope of the works including once per month wet cleaning for 195KWp roof top solar system and preventive maintenance as per below table

- a) preventative maintenance work as per below table schedule.
- b) Process the warranty claim of solar panels and inverters if required.
- c) Providing monthly preventive maintenance report.
- d) Corrective maintenance for damaged parts after getting cost approval from Etihad and client based on corrective maintenance Labor unit cost (AED/Hour).

Preventive Maintenance Schedule

Items	Activity / Check	Frequency	Methods
Solar Panels	Module cleaning	Minimum once a month wet cleaning	Wet cleaning solar panels using soft, moist broom or water spray.
Wiring & Earthing System	Wiring & harness inspection	Once every after 3 months	Check wiring and insulation resistance Check Earth Connections and its continuity for cuts, breaches and lose connections.
Cable & Connectors	Visual Examination and corrective actions	Once Every month	Check Termination point of module connectors and DC cables. Reinstated hanged DC PV module cable with proper termination.
Mounting	Mounting Inspection	Once every after 3 months	Check solar panel fasteners.
Inverters	Inverter Inspection	Once every after 3 months	Inverter/Combiner Box inspection & preventive maintenance according to the manufacturer's operation and maintenance requirements, including: i. Visual inspection of inverter box, seals and electrical connections;
Electrical Panel	Electrical panel inspections/Combiner boxes	Once every 3 after months	Check all the bus bar Tightness, Visual Inspection, Check Terminals, lights visibility and clean all occupied dust operation of control devices like relays and controllers,

weather stations	Weather Stations system	Monthly	Visual Inspection of all Sensors
Civil Work	Visual inspection	Annually	Visual Inspection of all Sensors

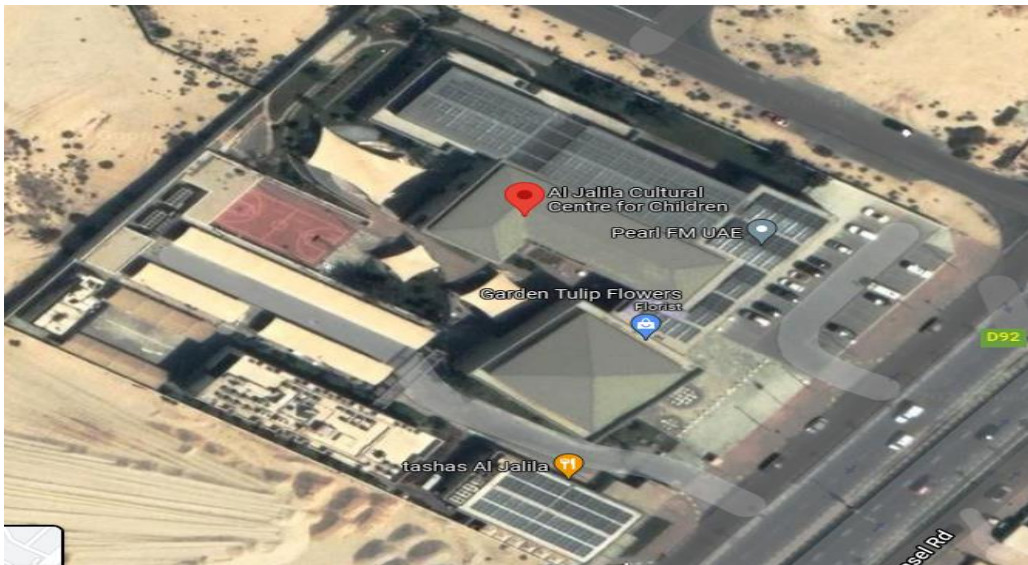
Documentation

Creating the data management system to record, track and follow-up the annual/Monthly preventative maintenance and to maintain the records of any trouble shooting.

- 1) Monthly checklists of solar panels cleaning and preventive maintenance Schedule as per above table.
- 2) Provide the solar plant monthly generation from inverter screen or from the available online portal (if operational)
- 3) Records of any trouble shooting corrective actions. and warranty claims.
- 4) Submission of detail corrective report after rectification of issue.

Site Google Coordinates

Google Coordinates 25.131267, 55.196543



Project timeline

Project timeline is 12 Months starting from 15 February 2022 to 14 February 2023.

Note: Water for cleaning will be provided by customer.
Any replacement of equipment's and repair, will be on actual cost basis