



Request for Quotation (RFQ#254)

For

Consultancy Service for Etiihad ESCO Strategy

RFQ Issue Date : 5th January 2024

Proposal Submission Date: 10th January 2024 , 2 PM

Submission Mode : E Submission

Submission Location : E Submission via Drop Box Link

(<https://www.dropbox.com/request/DBBfpv5pDklDur0Kwm57>)

Important Notice:

- 1. Any Proposal received after proposal Submission date shall be deemed rejected.**

2. Any inquiries to be addressed to Etihad.tenders@etihadesco.com

IMPORTANT NOTICE

This Request for Quotation (“**RFQ**”) is being made available by Al Etihad Energy Services Co. LLC (hereinafter referred to as “**Etihad**” or the “**Employer**”) to the bidders on the terms set out in this RFQ. This RFQ contains a summary of available information, and no reliance will be placed on any information or statements contained herein, and no representation or warranty, expressed or implied, is or will be made in relation to such information. Neither the Employer nor its clients or partners will have any liability or responsibility in relation to the accuracy, adequacy or completeness of neither such information nor any statements made. For the avoidance of doubt, bidders should not assume that such information or statements will remain unchanged. Nothing in this RFQ will be construed as legal, financial or tax advice. In no circumstances will the Employer, its partners or clients will incur any liability or responsibility arising out of or in respect of the issue of this RFQ.

The Employer reserves the right to amend this RFQ, the procurement process, its requirements and any information contained herein at any time by notice, in writing, to the bidders.

Nothing in this RFQ is, or should be relied upon as representation of fact or a promise as to the Etihad’s decision at the end of the procurement process or its ultimate decision in relation to the award of any agreement(s) or any other future event.

The Employer and its customers, advisers, consultants, contractors, employees and/or agents do not accept any responsibility for the legality, validity, effectiveness, adequacy or enforceability of any documentation executed, or which may be executed, in relation to this procurement process. No legal relationship or other obligation will arise between a bidder and The Employer unless and until an agreement has been formally executed in writing by The Employer and the bidder and any conditions precedent to its effectiveness have been fulfilled.

The Employer reserves the right, at its absolute discretion and without notice, to terminate, abandon, alter or change the basis of this procurement process, or to exclude one or more of the bidders from this procurement process and, in such circumstances, The Employer and its respective advisors shall not be liable to any person(s) as a result thereof.

Each bidder’s acceptance of delivery of this RFQ constitutes its agreement to, and acceptance of, the terms set forth in this RFQ.

1. GENERAL INFORMATION

1.1 Introduction

Etiihad was established in 2013 with a mission to make Dubai's built environment a leading example of energy efficiency for the region and the world, through the creation of an energy performance contracting (ESCO) market.

The Employer has **below active service lines**.

- Retrofit
- Solar
- Facility Management
- Electromechanical
- Measurement & Verification for Retrofit and Solar Projects
- Operations & Maintenance for Retrofit, Electromechanical and Solar Projects
- EV Charging

1.2 Objectives of the RFQ

The objective of the RFQ is to appoint an external consultancy to develop Business Strategy for Etiihad ESCO.

1.3 Scope of Services

The Consultant will analyse the current situation of Etiihad ESCO, and also develop a strategy that is closely aligned with the company's core values and objectives of sustainability and energy transition.

- Evaluate Etiihad ESCO's current business model, operations, achievements, and challenges based on its vision and mission outlined on the company website.
- Provide an in-depth assessment of the internal workings, strengths, and weaknesses.
- Develop a comprehensive strategic plan that integrates with the company's vision and sets clear objectives for future growth.
- Conduct extensive market research to identify industry trends, competitor strategies, and potential opportunities for Etiihad ESCO.
- Propose efficient and innovative solutions tailored to the company's unique position in the ESCO market.

- Create detailed statistical reports highlighting key performance indicators (KPIs) relevant to Etihad ESCO's mission.
- Devise practical and actionable recommendations based on the analysis and market insights.
- Align recommendations with Etihad ESCO's vision, ensuring they contribute to the long-term success and sustainability of the company.
- Develop a compelling and visually engaging presentation that effectively communicates the proposed strategy to stakeholders.

Timeline to submit the strategy: one week from selection of consultant

2. PROPOSAL PREPARATION INSTRUCTIONS

The bidder's quotation shall contain the following sections as a minimum:

1. Details of notable similar past experience
2. Teams CVs
3. Trade License of the Bidder.

3. FINANCIAL PROPOSAL

Bidders to provide lumpsum cost in Form of Bid (section 5) of covering the items mentioned in Scope of Work (section 1.3)

4. MODE OF PROPOSAL SUBMISSION.

The Bidder shall submit an electronic copy of their proposal in the drop box link (<https://www.dropbox.com/request/DBBfpv5pDklDur0Kwm57>) by 10th January 2024, 2 PM.

The submission email must contain following in its subject: '**RFQ – Consultancy Service for Etihad ESCO Strategy**'

5. Form Of Bid

FORM OF BID

Dated: _____

ITB No.: _____

To,

Al Etihad Energy Services LLC.

P.O. BOX 37578

Dubai

United Arab Emirates

Dear Sir,

Main Offer	TOTAL TENDER PRICE LUMP SUM IN AED. - EXCLUDING VAT	TOTAL TENDER PRICE LUMP SUM IN AED. - WITH APPLICABLE VAT
	in figures:	in figures:
Developing Etihad ESCO Strategy		
TOTAL	in figures: in words	in figures: in words

We confirm that we fully comply with the Provisions of UAE VAT Law and regulations and have shown separately the applicable VAT amount against each item. We also herewith submit our VAT Tax Registration Number (TRN) and copy of Tax Registration Certificate issued by Federal

Tax Authority, UAE. We also understand that VAT shall be payable by Al Etihad Energy Services Co. LLC to us only upon receipt of a VAT compliant valid Tax Invoice as per UAE VAT regulations.

1. **Discount**, if any to be deducted from the above amount(s) is given below:

OFFER	DISCOUNT IN PERCENTAGE
Main Offer% (in words)

2. We understand that only such discounts as are shown in this Form of BID shall be considered and that any discounts shown elsewhere will not be taken into account for tender evaluation and that the discount shall be applicable to the tender as a whole, as well as to all items/sections or parts thereof individually.
3. We undertake, if our Proposal is accepted, to commence the works upon receipt of written notification of acceptance of our RFQ.
4. We agree to abide by this Proposal for the period of **Ninety (90) days** from the Proposal Submission Date and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
5. We confirm that the terms and Conditions given in the RFQ are acceptable to us and if our proposal is accepted, we shall execute a contract with Al Etihad Energy Services LLC accordingly without any exceptions, we further confirm to commence service within **fourteen (14) days** of the letter of award issued by the Employer.
6. We understand that you are not bound to accept the lowest or any proposal you may receive.
7. We understand that Employer reserves right to award whole or part of work without any extra cost to Employer.
8. We understand that our quoted unit/annual price will be firm for 02 years from the date of award of first contract and the contract period will be extended based on our satisfactory performance. We also understand that in case we are not agreeable, Employer reserves the right to encash the Performance Bond submitted by us.

9. We understand that we will engage the labors and staff sponsored by our company only. We shall obtain written confirmation & permission from Employer prior to utilizing any sub-contractors / other company personnel.
10. We hereby confirm that no Employer staff or his or her relatives up to third degree has ownership or partnership in our company and our participation in Employer ITB does not constitute a conflict or perceived conflict of interest.
11. We shall be deemed to have fully informed ourselves of the following provision: -
- Any commission, advantage, gift, gratuity, reward or bribe given, promised or offered by or on behalf of the Bidder or his agent or servant or any other person on his or their behalf to the Employer or to the engineer or the engineer's representative or to any of their respective members, officers, servants, advisors, agents or employees or to any person on their behalf or on behalf of any of them in relation to the obtaining or to the execution of this or any other contract with the Employer, may, in addition to any criminal liability which may thereby be incurred, subject the Bidder to the cancellation of this and all other contracts which he may have entered into with the Employer and also to the payment of any loss or damage resulting from such cancellation.
12. Our proposal does not contain any deviation or exceptions from the terms & conditions enunciated in the ITB documents.

Dated this _____ day of _____ 2024.

Name & Signature _____ in the capacity of _____
duly authorized to sign proposal for and on behalf of:

(NAME OF THE BIDDER IN CAPITALS)

Complete Address : _____
Telephone No. : _____
Fax No. : _____
Signature : _____