



Request for Quotation (RFQ #261)

For

Consultancy Service for Etihad ESCO Strategy

RFQ Issue Date : 3rd April 2024

Proposal Submission Date: 18th April 2024

Submission Mode : E Submission

Submission Location : E Submission to Etihad.tenders@etihadesco.com

Important Notice:

1. Any Proposal received after proposal Submission date shall be deemed rejected.
2. Any inquires to be addressed to Etihad.tenders@etihadesco.com

IMPORTANT NOTICE

This Request for Quotation (“**RFQ**”) is being made available by Al Etihad Energy Services 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

Etihad 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

1.2 Objectives of the RFQ

The objective of the RFQ is to appoint an external consultancy to develop Business Strategy for Etihad ESCO. The Employer is exploring potential business in the below-mentioned emerging areas. Opportunities in the following areas are to be explored through assessment of current business streams and alignment with local trends.

- Green hydrogen
- EV Infrastructure
- Expansion to other GCC countries
- Cooling as a Service (CaaS)
- Sustainability services such as Decarbonization and LEED

The Consultant will be responsible for:

- Identifying market trends, potential partnerships, and investment opportunities in the specified areas.
- Creating actionable plans to capitalize on emerging markets and technologies.
- Enhancing the company's competitiveness and market positioning in the energy services sector.

1.3 Scope of Work

Market Analysis:

- Conduct a detailed analysis of the current market landscape, including trends, regulatory environment, competition, and potential growth areas in green hydrogen, EV infrastructure, CaaS, and sustainability services.
- Identify key stakeholders, market drivers, and barriers to entry in each target market.

Opportunity Assessment:

- Evaluate the feasibility and market potential of each identified opportunity, considering factors such as demand, scalability, profitability, and technological readiness.
- Conduct SWOT analysis for each business stream to determine strengths, weaknesses, opportunities, and threats.

Strategic Planning:

- Develop a comprehensive strategy roadmap for each business stream, outlining short-term and long-term goals, milestones, and implementation plans.
- Define strategic objectives, target markets, value propositions, and competitive differentiation strategies for green hydrogen, EV infrastructure, CaaS, and sustainability services.

Financial Analysis:

- Conduct financial modeling and analysis to assess the potential ROI, investment requirements, and revenue projections for each proposed initiative.
- Evaluate risk factors and sensitivity analysis to ensure financial sustainability and mitigate potential risks.

Stakeholder Engagement:

- Develop communication and engagement plans to effectively communicate the strategy and gain support from stakeholders at all levels.

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 only to etihad.tenders@etihadesco.com by 18th April 2024

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 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 RFQ 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 RFQ 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 : _____

Pre-Bid Clarification

For

Request for Quotation For Consultancy Service for Etihad ESCO Strategy

(RFQ#261)

ADDENDUM NO. 1

Request for Quotation (RFQ) No.	:	RFP-261
Title	:	Consultancy Service for Etihad ESCO Strategy
Addendum Issue Date	:	15th April, 2024
Original Proposal Submission Date	:	18th April, 2024
Revised Proposal Submission Date	:	29th April, 2024

Important Notice:

The following information is provided to the potential bidders for the above-mentioned project, to the extent referenced and shall become a part thereof. No consideration will be allowed for extras due to the bidder or any sub-contractor not being familiar with this addendum. This Request for Quotation (RFQ#261) addendum shall form part of the *Contract Documents* and is to be read, interpreted and coordinated with all other parts.

Bidders are required to acknowledge this RFQ addendum and submit as part of their Proposals. Non submission of the acknowledgement may constitute grounds for rejection of Proposal.

This Addendum No. 1 contains three (3) pages in total.

1) Proposal Bond

The proposal for each bidder shall be accompanied by a proposal bond in UAE dirhams for an amount equal to 10% of the proposal price . The bond must be an unconditional and irrevocable bank guarantee issued by a major bank in UAE in favor of the Employer in a format strictly in accordance with the Form of Proposal Bond. The proposal bond shall remain valid for a period of One hundred twenty (120) calendar days from Proposal Submission Date, set out in the RFP.

The proposal bond will be cashed by the Employer under any of the following circumstances:

1. If the Bidder has presented a proposal and withdraws its proposal before the end of the proposal validity period; or
2. If a Bidder, upon selection, fails, for any reason, to accept the awarded contract, sign a contract or fail to submit a performance bond, as required by the RFP.

All costs associated with proposal bond and the costs of any required extension shall be borne by the Bidder.

The proposal bond of the selected bidder will be returned by the Employer only upon receipt of the performance bond. Whereas the Proposal bond of the unsuccessful Bidder (s) will be returned only after a contract is signed and the performance bond is received from the successful Bidder or at the end of the validity period of proposal bond, whichever is earlier.

2) Form of Proposal Bond

On Letter Head of a Bank in Dubai

Al Etihad Energy Services LLC
P.O. BOX 37578
DUBAI
UNITED ARAB EMIRATES
PROPOSAL BOND NO. <ID>

Date: <Date>

Dear Sirs,

At the request of M/s. <Name> (herein referred to as the "Bidder") whose principal place of business (registered office) is at <location>. We, <Name> (Name of the Bank) whose principal place of business (registered office) is at <Location> hereby issue in your favor our Irrevocable Bond No. <Bond ID> ("Bond") in the aggregate sum of <amount> (in words) against your RFQ No. 261 Request for Quotation For Consultancy Service for Etihad ESCO Strategy. We undertake to pay to you despite any contestations made by the Bidder or any third party an amount or amounts not exceeding in aggregate sum of <amount> (in words).

Against your first demand certifying:

- a) That the Bidder has withdrawn its proposal or increased its proposal prices and/or altered any terms and conditions of its proposal against your RFP No. XXX before the expiration of its bid, or
- b) That having had its proposal accepted by you, the Bidder has either failed to sign a contract or

to establish a Performance Bond as provided in your RFP No. XXX

This Bond shall be valid in its full amount until <Date – 120 days from Proposal Submission Date>.

Any claim against this Bond must be received in our office on or before the aforesaid date, after which date this Bond shall become null and void, whether or not it is returned to us for cancellation.

This Bond shall be construed and in all respects be governed by the laws and regulations of the Emirate of Dubai, and (to the extent that the same are applicable therein) the laws and regulations of the United Arab Emirates.

Yours faithfully,

For and on behalf of (Name of the Bank)

..... (Authorized Signatory)

3) Proposal Submission deadline has been extended to 29th April 2024, 2 PM.

4) Submission Mode

Proposal submission is via Drop Box Link attached.

<https://www.dropbox.com/request/hbzP6ESmQIgvXhcA53ya>

Bidders need to submit the Technical Proposal, Commercial Proposal, Form of Bid and Scanned copy of Bid Bond through the provided Drop Box Link.

Note:

1. Bidders are requested to follow the sample file naming for the documents.
2. Drop Box link will get expired by 29th April 2024, 2 PM
3. Bidders need to submit the Original copy of Bond at Etihad ESCO Office, DEWA Sustainability Building Al Qouz before 2:00 Pm, 29th April 2024

Recommended file Name: -

- Technical proposal (Recommended File Name: "TP-RFQ261 -Company short Name") Proposal should be a single PDF file compiling all the requirements, Multiple files/zip files will not be accepted
- Commercial proposal (Recommended File Name: "CP-RFQ261 -Company short Name") Proposal should be a single PDF file compiling all the requirements, Multiple files/zip files will not be accepted
- Duly signed & filled Form of BID (Recommended File Name: "FOB-RFQ261 -Company short Name")
- Scanned Copy of Bid Bond (Recommended File Name: "TB- RFQ261 -Company short Name-Certificate#")

Important Notice:

1.Uploads to be completed before the proposal submission due time.

2.Original bond to be submitted directly at Etihad office before due time.

For any further queries please send email to etihad.tenders@etihadesco.com & on Land Line:048209089

All other terms and conditions of the RFP, to the extent not Contradicting this addendum, shall remain same.