



Request for Quotation

For

**ANNUAL MAINTENANCE CONTRACT (SOLAR GRID) & PV PANEL CLEANING,
INCLUDING CORRECTIVE MAINTENANCE at Mai Dubai Phase 2
(533)**

RFQ Issue Date : 25th Feb 2025

Proposal Submission Date : 4th March 2025

Response Due Time : 10:00 AM (UAE Time)

Submission Mode : e-submission via email at etihad.tenders@etihadesco.com

Important Notice:

1. Any inquiries to be addressed to etihad.tenders@etihadesco.com

1. Introduction

Al Etihad Energy Services LLC is seeking proposals for Annual Maintenance Contract (Solar Grid) & Pv Panel Cleaning, at Mai Dubai Ghaffat Water Reservoir 1

2. Proposal submission required documents

Submission

1. Bidders must send proposal to email etihad.tenders@etihadesco.com before the due time.
2. Bidders need to provide Technical Proposal and Financial Proposal separate.
3. Attached Annexure -B “Form of Bid “to be filled and signed

Recommended file naming for the files to upload :

- Technical proposal : “TP-RFQ.533-“bidder name””
- Commercial proposal : “CP- RFQ.533-“bidder name””
- Form of Bid : “FOB- RFQ.533-“bidder name””

Note: Each category of files to be in separate single PDF file with recommended file naming. Zip Files or Multiple files will not be accepted

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 (Equivalent to PO value)
- II. Public Liability Insurance For a value of equivalent to PO value.
- III. Workmanship Insurance (As per UAE laws)
- IV. Plant and Equipment Insurance (for full replacement value)

RFQ.533 - AMC (Solar Grid) & Pv Panel Cleaning, Including Corrective Maintenance at Mai Dubai Phase 2 Site

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

ANNEXURE A (Scope of Work)

The Scope of the works including twice per month wet cleaning for 7,671KWp rooftop solar system and preventive maintenance as following

Equipment Details:

	Make	Capacity
Solar panel	Canadian Solar	335Wp
Inverter	Sungrow	60kW

- 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 on the fifth (5th) of every month including monthly checklists of solar panels cleaning and preventive maintenance Schedule as per the table and solar plant monthly generation from inverter screen or DEWA solar meter
- d) Submission of detail corrective report after rectification of issue.
- e) Corrective maintenance for damaged parts after getting cost approval from Etihad and client based on agreed submitted quotations.

Preventive Maintenance Schedule

S.No	Items	Activity / Check	Frequency	Methods
1	Solar Panels	Module cleaning	1 wet cleaning per month	Clean solar panels using soft, moist broom or water spray.

RFQ.533 - AMC (Solar Grid) & Pv Panel Cleaning, Including Corrective Maintenance at Mai Dubai Phase 2 Site

2	Wiring & Earthing System	Wiring inspection	Quarterly	Check wiring and insulation resistance Check Earthing Connections and its continuity to identify any cuts and loose connections.
3	Cable & Connectors	Visual Examination and corrective actions	Quarterly	Check Termination point of module connectors and DC cables. Reinstall hanged DC PV module cable with proper termination.
4	Mounting	Mounting Inspection	Quarterly	Check solar panel fasteners.
5	Inverters	Inverter Inspection	Bi-Annually	Inverter/Combiner Box inspection & preventive maintenance according to the manufacturer's operation and maintenance guidelines.
6	Electrical Panel	Electrical panel inspections/Combine boxes	Quarterly	Visual Inspection, Check Terminals, lights visibility and clean dust on control devices like relays and controllers,
7	Weather stations	Weather Stations system	Quarterly	Visual Inspection of weather stations and sensors

1. The contractor to provide a detailed scope of cleaning & maintenance activities related to the full scope.
2. All emergency maintenance calls are to be attended to immediately 24x7 round the clock 365 Days.
3. The contractor shall have maintenance experience with similar solar plants.
4. The maintenance & cleaning of the PV array shall be carried out in accordance with the manufacturer's Recommendation.
5. The price includes providing 24 PV cleaning visits yearly (Twice every month and quarterly maintenance visits to ensure to maximization of the performance of the solar GRID system.

RFQ.533 - AMC (Solar Grid) & Pv Panel Cleaning, Including Corrective Maintenance at Mai Dubai Phase 2 Site

6. The contractor shall be responsible for attending to all the breakdowns and four times quarterly preventive Maintenance with monthly planned PV cleaning and repair, and replacement of spare, which may wear out due to normal use.
7. The contractor shall be responsible to provide diagnostic testing for low-power production.
8. Inverter maintenance - (Once in 3months)
9. String testing (open circuit test, short circuit test, insulation resistance test (Not Limited))– once in 3 months - (Once in 3months)
10. Panel checking (thermal imaging (Not Limited)) - (Once a year)
11. DC combiner box maintenance - (Once in 3 months)
12. AC collection board maintenance - (Once in 3 months)
13. Performance reporting (energy generation of inverters, any issues identified during the visit, etc.) –(Every Month)
14. The contractor shall clean the PV array from Dust, and bird drops. Use clean water and avoid
15. The contractor shall not to use harsh materials when cleaning solar panels as they could Cause damages.
16. The contractor shall take proper care as once they start cleaning of solar panel because of slippery roof.
Always Use safety belt or a harness for support.
17. The contractor shall watch out for dirt on the solar panels to make sure it does not build up since they can absorb sunlight better when they are free of dirt.
18. Any penalty imposed by local authority shall be borne by the contractor.
19. Contractor to bring all necessary tools, materials and equipment has to finish the works. Such as mops, brush, water pump, pressure pumps, water tanks, scaffolding, ladders, lifting machines etc...
20. In case of delay in completion of maintenance works Etihad Esco reserves the right to levy the penalty of Dhs 625 /day.
21. Etihad Esco may terminate the Annual maintenance contract or at any time by giving the contractor 30 days prior written notice.
22. The recommended offer shall be conforming and in accordance with Etihad Esco energy management policy & EMS policy

General Conditions

RFQ.533 - AMC (Solar Grid) & Pv Panel Cleaning, Including Corrective Maintenance at Mai Dubai Phase 2 Site

1. The contractor at DEWA work premises shall follow DEWA safety & environment policy, rules and regulations during the contract period.
2. The contractor shall carry out a risk assessment for all his works. This risk assessment shall be from Safety as well as Occupational Health considerations.
3. The contractor shall prepare the method of statement to be submitted for the Etihad Esco approvals.
4. Toolbox talks should be given to the workers by their supervisor, a copy of which shall be given to Etihad Esco.
5. No welding, flame heating or cutting, grinding, pneumatic chipping, etc. shall be carried out without specific clearance from Etihad Esco through "Hot Work Permits". The hot work permit if required shall be obtained on daily basis.
6. The contractor shall at no time keep inflammable substances in the plant/work areas.
7. All hazardous wastes shall be moved under direction from and with written approval to special storage area.
8. The contractor's work will fall within the purview of safety surveys conducted regularly by the Etihad Esco safety section. All the workmen should wear necessary PPEs like uniform, safety shoes and helmet while at work.
9. All cranes, vehicles, special tools of contractor shall be inspected and tested by capable authorities and contractor shall provide Etihad Esco with copy of certificates of their fitness before their use at site.
10. The contractor shall produce all equipment like rigging tools, grinding machines, drilling machines, hand tools, precision tools with all valid test certificates from 3rd party licensed certifying agencies.
11. Erection & use of scaffolding, use of lifting trolleys shall be certified by Etihad Esco authorized personnel and shall be supervised by Contract supervisor before executing the job on site.
12. On a written application with relevant particulars of the staff and vehicles of the contractor, Etihad Esco will issue temporary Entry Passes for them valid up to the period of contract work. The contractor shall apply for the Entry Passes for entire duration of the contract 3 days in advance with a copy of passport with valid visa, 2 passport size photographs and identification card issued by the company for each staff, additionally with a copy of driving license for the drivers and a copy of valid Registration certificate for

the vehicles.

13. No staff or vehicles of the contractor will be permitted to stay in the premises after close of work of the day.

ANNEXURE B
FORM OF BID

Dated: _____
RFP No.: _____

To,

Al Etihad Energy Services LLC.
P.O. BOX 37578
Dubai
United Arab Emirates

Dear Sir,

Having examined the RFP, the receipt of which is hereby acknowledged, we, the undersigned, offer to provide AMC (Solar Grid) & Pv Panel Cleaning, Including Corrective Maintenance at Mai Dubai Phase 2 Sites located in Dubai to Al Etihad Energy Services LLC in conformity with the Scope of Work, Specifications and at the prices mentioned in our Proposal.

	<u>TOTAL TENDER PRICE LUMP SUM</u> <u>IN AED.</u> - EXCLUDING VAT	<u>TOTAL TENDER PRICE LUMP SUM IN AED.</u> WITH APPLICABLE VAT
	in figures:	in figures:

RFQ.533 - AMC (Solar Grid) & Pv Panel Cleaning, Including Corrective Maintenance at Mai Dubai Phase 2 Site

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. We understand that if we fail to fill in complete prices in the Schedule of Prices and Attachment 3.2 our whole tender will be liable for rejection.
2. We undertake, if our BID is accepted to commence the Works upon receipt of written notification of acceptance of our Tender. The periods shall be calculated from the date of your Letter awarding the Contract.
3. We agree to abide by this Bid for the period of **60 days** from the closing date of the Bid and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
4. We understand that, award of Contract by Employer, does not imply that or warrant us to immediately start any of the services under the contract. Contractor also understand that he shall mobilize services under the awarded contract only upon receipt of subsequent explicit written notification from Employer accordingly. However, for all purposes, the Contract commencement shall be firmly considered as **1st March 2025** (i.e., the date from which actual services are mandatorily required to be started at the awarded premise(s)/location(s) as per Employer's tender requirements).
5. Your written acceptance on our contract awarding letter shall constitute a binding Contract between us.

RFQ.533 - AMC (Solar Grid) & Pv Panel Cleaning, Including Corrective Maintenance at Mai Dubai Phase 2 Site

6. We confirm that the terms and Conditions given in the RFP are acceptable to us and if our proposal is accepted, we shall execute a contract with Al Etihad Energy Services Co LLC accordingly without any exceptions, we further confirm to commence service within (.....) days of the mobilization notice issued by the Employer.
7. In all cases the Contract shall be deemed to commence as from the date of officially awarding this Contract.
8. We understand that you are not bound to accept the lowest or any proposal you may receive.
9. We understand that Employer reserves right to award whole or part of work without any extra cost to Employer.
10. We understand that we will engage the labourers and staff sponsored by our company only. We shall obtain written confirmation & permission from Employer prior to utilizing any sub-contractors / other company personnel.
11. We understand that our quoted unit/annual price will be firm for **03 years** from the date of award of contract. We also understand that in case we are not agreeable, Employer reserves the right to encash the Performance Bond submitted by us.
12. We understand that Employer have the right to award complete job to one bidder or award selected sites/facilities to multiple bidders
13. We understand that in case of award of project to multiple bidders, its employers discretion to choose the sites/facilities to be awarded for bidders.

14. We agree that in the event of our Tender being accepted, we will within 15 (fifteen) days of award of Contract, submit a Performance Bond for 10% of the Contract Price in accordance with the prescribed **Annexure C**.
15. 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 Bid does not constitute a Conflict or perceived Conflict of Interest.
16. 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 Contractor 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 Contractor 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.
17. Our proposal does not contain any deviation or exceptions from the terms & conditions enunciated in the RFP documents.

Dated this _____ day of _____ 2024.

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

RFQ.533 - AMC (Solar Grid) & Pv Panel Cleaning, Including Corrective Maintenance at Mai Dubai Phase 2 Site

(NAME OF THE FIRM IN CAPITALS)

Complete Address : _____

Telephone No. : _____

Fax No. : _____

Signature : _____

Witnesses:

1. _____
(Name) (Signature)

2. _____
(Name) (Signature)