



RURAL ELECTRIFICATION AGENCY
ENERGY – EMPOWERMENT – EFFICIENCY
NIGERIA ELECTRIFICATION PROJECT (NEP)



INITIAL SELECTION DOCUMENT

FOR

DEVELOPMENT OF SOLAR HYBRID POWER SYSTEMS FOR UNIVERSITIES AND TEACHING HOSPITALS

Employer: Rural Electrification Agency (REA)

Project: Nigeria Electrification Project (NEP)

Contract title: Development of Solar Hybrid Power Systems for Universities and Teaching Hospitals

Country: Nigeria

Credit No.: 62910

ISD No: REA-NEP/GO/IS/RFP/105/20A-G

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PART 1 – Initial Selection Procedures

Section I - Instructions to Applicants

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Section I - Instructions to Applicants

A. General

1. Scope of Application

1.1 In connection with the invitation for Initial Selection indicated in Section II, Initial Selection Data Sheet (**ISDS**), the Employer, as defined **in the ISDS**, issues this Initial Selection Document (“Initial Selection Document”) to prospective applicants (“Applicants”) interested in submitting applications (“Applications”) for Initial Selection to submit Proposals for the Plant Design, Supply and Installation described in Section VII, Scope of Employer’s Requirement. In case proposals for the Plant Design, Supply and Installation are to be invited as individual contracts (i.e., the slice and package procedure), these are listed **in the ISDS**. The Request for Proposals (RFP) number corresponding to this Initial Selection is also provided **in the ISDS**.

2. Source of Funds

2.1 The Borrower or Recipient (hereinafter called “Borrower”) indicated **in the ISDS** has applied for or received financing (hereinafter called “funds”) from the International Bank for Reconstruction and Development or the International Development Association (hereinafter called “the Bank”) in an amount specified **in the ISDS**, towards the cost of the project named **in the ISDS**. The Borrower intends to apply a portion of the funds to eligible payments under the contract(s) resulting from the Request for Proposals (RFP) process for which this Initial Selection is conducted.

2.2 Payment by the Bank will be made only at the request of the Borrower and upon approval by the Bank, and will be subject, in all respects, to the terms and conditions of the Loan (or other financing) Agreement. The Loan (or other financing) Agreement prohibits a withdrawal from the loan (or credit) account for the purpose of any payment to persons or entities, or for any import of goods, equipment, plant or materials, or services if such payment or import, to the knowledge of the Bank, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than the Borrower shall derive any rights from the Loan (or other financing) Agreement or have any claim to the proceeds of the loan (or credit).

3. Fraud and Corruption

- 3.1 The Bank requires compliance with the Bank’s Anti-Corruption Guidelines and its prevailing sanctions policies and procedures as set forth in the WBG’s Sanctions Framework, as set forth in Section VI, Fraud and Corruption.
- 3.2 In further pursuance of this policy, Applicants shall permit and shall cause their agents (where declared or not), subcontractors, subconsultants, service providers, suppliers, and their personnel, to permit the Bank to inspect all accounts, records and other documents relating to any Prequalification process, Initial Selection process, Bid submission (in case prequalified), Proposal submission (in case initially selected), and contract performance (in the case of award), and to have them audited by auditors appointed by the Bank.

4. Eligible Applicants

- 4.1 Applicants shall meet the eligibility criteria as per this Instruction and ITA 5.1.
- 4.2 An Applicant may be a firm that is a private entity, a state-owned enterprise or institution subject to ITA 4.9 - or any combination of such entities in the form of a joint venture (“JV”) under an existing agreement or with the intent to enter into such an agreement supported by a letter of intent. In the case of a joint venture, all members shall be jointly and severally liable for the execution of the entire Contract in accordance with the Contract terms. The JV shall nominate an authorized representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the Initial Selection process, RFP process (in the event the JV submits a Proposal) and during contract execution (in the event the JV is awarded the Contract). Unless specified **in the ISDS**, there is no limit on the number of members in a JV.
- 4.3 A firm is not permitted to participate for initial selection for the same contract both as an individual firm and as a part of a joint venture or as a subcontractor. However, a firm may participate as a subcontractor in more than one Application but only in the capacity of a subcontractor. Applications submitted in violation of this procedure will be rejected.
- 4.4 A firm and any of its affiliates (that directly or indirectly control, are controlled by or are under common control with that firm) are not permitted to submit more than one

application for initial selection for the same contract, either individually, as joint venture or as a subcontractor among them. Applications submitted in violation of this procedure will be rejected.

- 4.5 An Applicant may have the nationality of any country, subject to the restrictions pursuant to ITA 5.1. An Applicant shall be deemed to have the nationality of a country if the Applicant is constituted, incorporated or registered in and operates in conformity with the provisions of the laws of that country, as evidenced by its articles of incorporation (or equivalent documents of constitution or association) and its registration documents, as the case may be. This criterion also shall apply to the determination of the nationality of proposed specialized sub-contractors or suppliers for any part of the Contract including related Services.
- 4.6 Applicants and proposed specialized sub-contractors or suppliers for any part of the Contract including related services (for the purpose of this ITA 4.6 referred to as “Applicants”) shall not have a conflict of interest. Applicants shall be considered to have a conflict of interest, if they, or any of their affiliates, participated as a consultant in the preparation of the Employer’s Requirement (other than design to be carried out as part of this Plant Design, Supply and Installation contract) or have been hired or proposed to be hired by the Employer or Borrower as Project Manager for contract implementation of the Plant Design, Supply and Installation that are the subject of this Initial Selection. In addition, Applicants may be considered to have a conflict of interest if they have a close business or family relationship with a professional staff of the Borrower (or of the project implementing agency, or of a recipient of a part of the loan) who: (i) are directly or indirectly involved in the preparation of the Initial Selection Document or Request for Proposals (RFP) Document or specifications of the Contract, and/or the Proposal evaluation process of such Contract; or (ii) would be involved in the implementation or supervision of such Contract, unless the conflict stemming from such relationship has been resolved in a manner acceptable to the Bank throughout the procurement process and execution of the Contract.
- 4.7 An Applicant that has been sanctioned by the Bank, pursuant to the Bank’s Anti-Corruption Guidelines, and

in accordance with its prevailing sanctions policies and procedures as set forth in the WBG's Sanctions Framework, as described in Section VI, paragraph 2.2 d. shall be ineligible to be prequalified for, initially selected for, bid for, propose for or be awarded a Bank-financed contract or benefit from a Bank-financed contract, financially or otherwise, during such period of time as the Bank shall have determined.

- 4.8 The list of debarred firms and individuals is available as specified **in the ISDS**.
- 4.9 Applicants that are state-owned enterprise or institutions in the Employer's Country may be eligible to be initially selected, compete and be awarded a Contract(s) only if they can establish, in a manner acceptable to the Bank, that they (i) are legally and financially autonomous (ii) operate under commercial law, and (iii) are not under supervision of the Employer.
- 4.10 An Applicant shall not be under suspension from bidding or submitting proposals by the Employer as the result of the execution of a Bid or Proposal–Securing Declaration.
- 4.11 An Applicant shall provide such documentary evidence of eligibility satisfactory to the Employer, as the Employer shall reasonably request.
- 4.12 A firm that is under a sanction of debarment by the Borrower from being awarded a contract is eligible to participate in this procurement, unless the Bank, at the Borrower's request, is satisfied that the debarment:
 - (a) relates to fraud or corruption; and
 - (b) followed a judicial or administrative proceeding that afforded the firm adequate due process.

5. Eligibility

- 5.1 Firms and individuals may be ineligible if they are nationals of ineligible countries as indicated in Section V. The countries, persons or entities are ineligible if (a) as a matter of law or official regulations, the Borrower's country prohibits commercial relations with that country, provided that the Bank is satisfied that such exclusion does not preclude effective competition for the supply of goods or the contracting of works or services required; or (b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Borrower's country

prohibits any import of goods or contracting of works or services from that country, or any payments to any country, person, or entity in that country. When the Plant Design, Supply and Installation is implemented across jurisdictional boundaries (and more than one country is a Borrower, and is involved in the procurement), then exclusion of a firm or individual on the basis of ITA 5.1(a) above by any country may be applied to that procurement across other countries involved, if the Bank and the Borrowers involved in the procurement agree.

B. Contents of the Initial Selection Document

6. Sections of Initial Selection Document

6.1 This Initial Selection Document consists of parts 1 and 2 which comprise all the sections indicated below, and which should be read in conjunction with any Addendum issued in accordance with ITA 8.

PART 1 Initial Selection Procedures

- Section I - Instructions to Applicants (ITA)
- Section II - Initial Selection Data Sheet (ISDS)
- Section III - Initial Selection Criteria and Requirements
- Section IV - Application Forms
- Section V – Eligible Countries
- Section VI – Fraud and Corruption

PART 2 Employer’s Requirements

- Section VII - Scope of Employer’s Requirement

6.2 Unless obtained directly from the Employer, the Employer accepts no responsibility for the completeness of the document, responses to requests for clarification, the minutes of the pre-Application meeting (if any), or Addenda to the Initial Selection Document in accordance with ITA 8. In case of any discrepancies, documents issued directly by the Employer shall prevail.

6.3 The Applicant is expected to examine all instructions, forms, and terms in the Initial Selection Document and to furnish with its Application all information or

documentation as is required by the Initial Selection Document.

7. Clarification of Initial Selection Document and Pre-Application Meeting

- 7.1 An Applicant requiring any clarification of the Initial Selection Document shall contact the Employer in writing at the Employer's address indicated **in the ISDS**. The Employer will respond in writing to any request for clarification provided that such request is received no later than fourteen (14) days prior to the deadline for submission of the applications. The Employer shall forward a copy of its response to all prospective Applicants who have obtained the Initial Selection Document directly from the Employer, including a description of the inquiry but without identifying its source. If so indicated **in the ISDS**, the Employer shall also promptly publish its response at the web page identified **in the ISDS**. Should the Employer deem it necessary to amend the Initial Selection Document as a result of a clarification, it shall do so following the procedure under ITA 8 and in accordance with the provisions of ITA 17.2.
- 7.2 If indicated **in the ISDS**, the Applicant's designated representative is invited at the Applicant's cost to attend a pre-Application meeting at the place, date and time mentioned **in the ISDS**. During this pre-Application meeting, prospective Applicants may request clarification of the project requirement, the criteria for qualifications or any other aspects of the Initial Selection Document.
- 7.3 Minutes of the pre-Application meeting, if applicable, including the text of the questions asked by Applicants, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective Applicants who have obtained the Initial Selection Document. Any modification to the Initial Selection Document that may become necessary as a result of the pre-Application meeting shall be made by the Employer exclusively through the use of an Addendum pursuant to ITA 8. Non-attendance at the pre-Application meeting will not be a cause for disqualification of an Applicant.

8. Amendment of Initial Selection Document

- 8.1 At any time prior to the deadline for submission of Applications, the Employer may amend the Initial Selection Document by issuing an Addendum.
- 8.2 Any Addendum issued shall be part of the Initial Selection Document and shall be communicated in writing to all Applicants who have obtained the Initial Selection Document from the Employer. The Employer shall promptly publish the Addendum at the Employer’s web page identified **in the ISDS**.
- 8.3 To give Applicants reasonable time to take an Addendum into account in preparing their Applications, the Employer may, at its discretion, extend the deadline for the submission of Applications in accordance with ITA 17.2.

C. Preparation of Applications**9. Cost of Applications**

- 9.1 The Applicant shall bear all costs associated with the preparation and submission of its Application. The Employer will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Initial Selection process.

10. Language of Application

- 10.1 The Application as well as all correspondence and documents relating to the Initial Selection exchanged by the Applicant and the Employer, shall be written in the language specified **in the ISDS**. Supporting documents and printed literature that are part of the Application may be in another language, provided they are accompanied by an accurate translation of the relevant passages in the language specified **in the ISDS**, in which case, for purposes of interpretation of the Application, the translation shall govern.

11. Documents Comprising the Application

- 11.1 The Application shall comprise the following:
- (a) **Application Submission Letter**, in accordance with ITA 12.1;
 - (b) **Eligibility**: documentary evidence establishing the Applicant’s eligibility, in accordance with ITA 13.1;
 - (c) **Qualifications**: documentary evidence establishing the Applicant’s qualifications, in accordance with ITA 14; and

- (d) any other document required as specified **in the ISDS**.

11.2 The Applicant shall furnish information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Application

12. Application Submission Letter

12.1 The Applicant shall complete an Application Submission Letter as provided in Section IV, Application Forms. This Letter must be completed without any alteration to its format.

13. Documents Establishing the Eligibility of the Applicant

13.1 To establish its eligibility in accordance with ITA 4, the Applicant shall complete the eligibility declarations in the Application Submission Letter and Forms ELI (eligibility) 1.1 and 1.2, included in Section IV, Application Forms.

14. Documents Establishing the Qualifications of the Applicant

14.1 To establish its qualifications to perform the contract(s) in accordance with Section III - Initial Selection Criteria and Requirements, the Applicant shall provide the information requested in the corresponding Information Sheets included in Section IV, Application Forms.

14.2 Wherever an Application Form requires an Applicant to state a monetary amount, Applicants should indicate the USD equivalent using the rate of exchange determined as follows:

- (a) for turnover or financial data required for each year - exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year are to be converted); and
- (b) value of single contract - exchange rate prevailing on the date of the contract.

Exchange rates shall be taken from the publicly available source identified **in the ISDS**. Any error in determining the exchange rates in the Application may be corrected by the Employer.

15. Signing of the Application and Number of Copies

15.1 The Applicant shall prepare one original of the documents comprising the Application as described in ITA 11 and clearly mark it "ORIGINAL". The original of the Application shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Applicant. In case the Applicant is a JV, the Application shall be signed by an authorized

representative of the JV on behalf of the JV and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized signatories.

15.2 The Applicant shall submit copies of the signed original Application, in the number specified **in the ISDS**, and clearly mark them “COPY”. In the event of any discrepancy between the original and the copies, the original shall prevail.

D. Submission of Applications

16. Sealing and Marking of Applications

16.1 The Applicant shall enclose the original and the copies of the Application in a sealed envelope that shall:

- (a) bear the name and address of the Applicant;
- (b) be addressed to the Employer, in accordance with ITA 17.1; and
- (c) bear the specific identification of this Initial Selection process indicated **in the ISDS** 1.1.

16.2 The Employer will accept no responsibility for not processing any envelope that was not identified as required in ITA 16.1 above.

17. Deadline for Submission of Applications

17.1 Applicants may either submit their Applications by mail or by hand. Applications shall be received by the Employer at the address and no later than the deadline indicated **in the ISDS**. When so specified **in the ISDS**, Applicants have the option of submitting their Applications electronically, in accordance with electronic Application submission procedures specified **in the ISDS**.

17.2 The Employer may, at its discretion, extend the deadline for the submission of Applications by amending the Initial Selection Document in accordance with ITA 8, in which case all rights and obligations of the Employer and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

18. Late Applications

18.1 The Employer reserves the right to accept applications received after the deadline for submission of applications, unless otherwise specified **in the ISDS**.

19. Opening of Applications

- 19.1 The Employer shall open all Applications at the date, time and place specified **in the ISDS**. Late Applications shall be treated in accordance with ITA 18.1.
- 19.2 Applications submitted electronically (if permitted pursuant to ITA 17.1) shall be opened in accordance with the procedures specified in the **ISDS**.
- 19.3 The Employer shall prepare a record of the opening of Applications to include, as a minimum, the name of the Applicants. A copy of the record shall be distributed to all Applicants.

E. Procedures for Evaluation of Applications**20. Confidentiality**

- 20.1 Information relating to the Applications, their evaluation and results of the Initial Selection shall not be disclosed to Applicants or any other persons not officially concerned with the Initial Selection process until the notification of Initial Selection results is made to all Applicants in accordance with ITA 28.
- 20.2 From the deadline for submission of Applications to the time of notification of the results of the Initial Selection in accordance with ITA 28, any Applicant that wishes to contact the Employer on any matter related to the Initial Selection process may do so only in writing.

21. Clarification of Applications

- 21.1 To assist in the evaluation of Applications, the Employer may, at its discretion, ask an Applicant for a clarification (including missing documents) of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the Employer and all clarifications from the Applicant shall be in writing.
- 21.2 If an Applicant does not provide clarifications and/or documents requested by the date and time set in the Employer's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.

22. Responsiveness of Applications

- 22.1 The Employer may reject any Application which is not responsive to the requirements of the Initial Selection Document. In case the information furnished by the Applicant is incomplete or otherwise requires clarification as per ITA 21.1, and the Applicant fails to provide satisfactory clarification and/or missing

information, it may result in disqualification of the Applicant.

23. Margin of Preference

23.1 Margin of preference for domestic Proposers shall not apply in the RFP process resulting from this Initial Selection.

24. Subcontractors

24.1 Unless otherwise stated **in the ISDS**, the Employer does not intend to execute any specific elements of the Plant Design, Supply and Installation by sub-contractors selected in advance by the Employer (so-called “Nominated Subcontractors”).

24.2 The Applicant shall not propose to subcontract the whole of the contract. The Applicant may propose subcontractors for certain specialized parts of the contract. Applicants planning to use such specialized **subcontractors** shall specify, in the Application Submission Letter, the parts of the contract proposed to be subcontracted along with details of the proposed **subcontractors** including their qualification and experience.

F. Evaluation of Applications and Initial Selection of Applicants

25. Evaluation of Applications

25.1 The Employer shall use the factors, methods, criteria, and requirements defined in Section III, Initial Selection Criteria and Requirements and the ISDS, to evaluate the qualifications of the Applicants, and no other factors, methods, criteria, or requirements shall be used. The Employer reserves the right to waive minor deviations from the qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the Contract.

25.2 Subcontractors proposed by the Applicant shall be fully qualified for their parts of the contract. The subcontractor’s qualifications shall not be used by the Applicant to qualify for the contract unless the applicant designates them as Specialized Subcontractors, in which case, the qualifications of the Specialized Subcontractor proposed by the Applicant may be added to the qualifications of the Applicant for the purpose of the evaluation, if specified in ISDS.

- 25.3 In case of multiple contracts, Applicants should indicate in their Applications the individual contract or combination of contracts in which they are interested. The Employer shall initially select each Applicant for the maximum combination of contracts for which the Applicant has thereby indicated its interest and for which the Applicant meets the appropriate aggregate requirements specified in Section III - Initial Selection Criteria and Requirements.
- 25.4 Only the qualifications of the Applicant shall be considered. The qualifications of other firms, including the Applicant's subsidiaries, parent entities, affiliates, subcontractors (other than specialized subcontractors in accordance with ITA 25.2 above) or any other firm(s) different from the Applicant shall not be considered.
- 26. Employer's Right to Accept or Reject Applicants**
- 26.1 The Employer reserves the right to accept or reject any Application, and to annul the Initial Selection process and reject all Applicants at any time, without thereby incurring any liability to the Applicants.
- 27. Initial Selection of Applicants**
- 27.1 The range of Applicants that the Employer may Initially Select (x=minimum number, y = maximum number) is specified in the ISDS.
- 27.2 Initial Selection of Applicants involves several steps, as follows:
- (a) **Step 1 - Table 1 Evaluation:** The first step of Initial Selection involves evaluation against the methods, criteria and requirements described in Section III, Table 1: Qualification Criteria and Requirements;
 - (b) **Step 2 - Rejection:** Applicants that do not substantially meet the qualification criteria and requirements in Table 1: Qualification Criteria and Requirements will not be evaluated further, and will be eliminated from the Initial Selection process;
 - (c) **Step 3 - Long List:** Applicants that substantially meet the qualification criteria and requirements in Table 1: Qualification Criteria and Requirements will be long listed, and evaluated further;

- (d) **Step 4** - Depending on the number of Applicants that are long listed, one of the following options will apply:
- Option 1: All are Initially Selected:** Where the number of long listed Applicants is $\leq x$, all long listed Applicants are Initially Selected. In this scenario, there is no requirement to evaluate these long listed Applicants against Table 2: Rated Criteria and Requirements;
- Option 2: Applicants are evaluated using Table 2 Evaluation:** Where the number of long listed Applicants is $> x$, the Employer shall evaluate all long listed Applicants against Table 2: Rated Criteria and Requirements. This evaluation method involves scoring each Application against rated criteria using the scoring methodology described;
- (e) **Step 5 - Rank Applicants:** The total scores, from this step of the Initial Selection evaluation, for each long listed Applicant are compared, and the Applicants are ranked from the highest to the lowest total score;
- (f) **Step 6 - Initial Selection up to x:** In accordance with the values selected by the Employer for x and y , the Employer Initially Selects the Applicants that are ranked from the highest score, to the Application ranked as x ;
- (g) **Step 7 - Reject $y+1$ Applicants:** Where the number of long listed Applicants is $> y$, the Employer rejects all Applicants that are ranked greater than y , i.e. ranked as $y+1$, $y+2$, $y+3$, etc.;
- (h) **Step 8 - Optional, at the Employer's Discretion:** Ranked Applicants which are greater than x , up to, and including y , are not normally Initially Selected. However, the Employer may, at its sole discretion, if justified, Initially Select one or more additional Applicants(s) from those that are ranked $x+1$, up to and including y . This Initial Selection will follow the order of ranking (i.e. the Employer

cannot Initially Select **x+2**, without Initially Selecting **x+1**).

28. Notification of Initial Selection

28.1 The Employer shall notify all Initially Selected Applicants in writing that they have been Initially Selected. In providing this notification the Employer shall include the names of all Applicants that have been Initially Selected.

28.2 The Employer shall separately notify all other Applicants that they have not been Initially Selected, and that they have been eliminated from the process. Any Applicant that has been eliminated from the process at this stage may request, in writing, the grounds on which they were eliminated.

29. Request for Proposals

29.1 Promptly after the notification of the results of the Initial Selection, the Employer shall invite Proposals from all the Applicants that have been initially selected.

29.2 Proposers may be required to provide a Proposal Security or a Proposal-Securing Declaration acceptable to the Employer in the form and an amount to be specified in the RFP Document, and the successful Proposer shall be required to provide a Performance Security as specified in the RFP Document.

29.3 Proposers shall be required to provide a Code of Conduct which will apply to their and sub-contractors' personnel that includes the minimum requirements specified in the RFP Document.

29.4 If required in the RFP documents, the successful Proposer shall provide additional information about its beneficial ownership using the Beneficial Ownership Disclosure Form included in the RFP document.

30. Changes in Qualifications of Applicants

30.1 Any change in the structure or formation of an Applicant after being initially selected in accordance with ITA 27 and invited to submit Proposal (including, in the case of a JV, any change in the structure or formation of any member and also including any change in any specialized subcontractor) shall be subject to the written approval of the Employer prior to the deadline for submission of Proposals. Such approval shall be denied if (i) an initially selected applicant proposes to associate with a disqualified applicant or in case of a disqualified joint venture, any of its members; (ii) as a consequence of the

change, the Applicant no longer substantially meets the qualification criteria set forth in Section III - Initial Selection Criteria and Requirements Table 1- Qualification Criteria, and Requirements; or (iii) no longer continues to be in the list of Initially Selected Applicants as a result of the Employer's re-evaluation of the Application in accordance with ITA 27; or (iv) in the opinion of the Employer, the change may result in a substantial reduction in competition. Any such change should be submitted to the Employer not later than fourteen (14) days after the date of the Request for Proposals.

**P31. Procurement Related
Complaint**

31.1 The procedures for making a Procurement-related Complaint are as specified in the ISDS.

Section II - Initial Selection Data Sheet (ISDS)

A. General	
ITA 1.1	<p>The identification of the Invitation for Initial Selection is: REA-NEP/GO/IS/RFP/105/20 A-G</p> <p>The Employer is: Rural Electrification Agency (REA) Head, Project Management Unit : Anita Otubu Address: 16, Umaru Dikko Street, Jabi, Federal Capital Territory (FCT) Abuja</p> <p>The list of contracts are:</p> <p>Lot 1 - Development of Solar Hybrid Power Systems for Universities of Abuja, Federal Capital Territory, Abuja (REA-NEP/GO/IS/RFP/105/20 A)</p> <p>Lot 2 - Development of Solar Hybrid Power Systems for Michael Okpara University of Agriculture Umudike, Abia (REA-NEP/GO/IS/RFP/105/20 B)</p> <p>Lot 3 - Development of Solar Hybrid Power Systems for University of Calabar & Teaching Hospital, Cross River Universities (REA-NEP/GO/IS/RFP/105/20 C)</p> <p>Lot 4 - Development of Solar Hybrid Power Systems for University of Maiduguri & Teaching Hospital, Borno State (REA-NEP/GO/IS/RFP/105/20 D)</p> <p>Lot 5 - Development of Solar Hybrid Power Systems for Federal University of Agriculture Abeokuta, Ogun (REA-NEP/GO/IS/RFP/105/20 E)</p> <p>Lot 6 - Development of Solar Hybrid Power Systems for Federal University Gashua, Yobe State (REA-NEP/GO/IS/RFP/105/20 F)</p> <p>Lot 7 - Development of Solar Hybrid Power Systems for Nigeria Defence Academy Kaduna (REA-NEP/GO/IS/RFP/105/20 G).</p> <p>RFP name and number are: Development of Solar Hybrid Power Systems for Universities and Teaching Hospitals (REA-NEP/GO/IS/RFP/105/20 A-G)</p>
ITA 2.1	<p>The Borrower is: Federal Government of Nigeria (FGN)</p> <p>Employer: Rural Electrification Agency. An Agency under the FGN responsible for Project Implementation.</p> <p>Loan or Financing Agreement amount: USD 350Million</p> <p>The name of the Project is: Nigeria Electrification Project</p>
ITA 4.2	<p>Maximum number of members in the JV shall be: Not Limited</p>

ITA 4.8	A list of debarred firms and individuals is available on the Bank's external website: http://www.worldbank.org/debarr .
B. Contents of the Initial Selection Document	
ITA 7.1	For clarification purposes , the Employer's address is: Rural Electrification Agency (REA) Engr. Ahmad Salihijo (Managing Director/CEO) Attention: Anita Otubu Address: 16, Umaru Dikko Street, Jabi, Federal Capital Territory (FCT) Abuja Floor/Room Number: 2 nd Floor, Head Project Management Unit Office City: Federal Capital Territory (FCT), Abuja. Post Code: 900108 Country: Nigeria Telephone: +234-813 882 2835, Electronic mail address: anita.otubu@rea.gov.ng
ITA 7.1 & 8.2	Web page: www.nep.rea.gov.ng
ITA 7.2	Pre-Application Meeting will be held: Not Applicable.
C. Preparation of Applications	
ITA 10.1	This Initial Selection document has been issued in the English language. All correspondence exchange shall be in English language. The Application as well as all correspondence shall be submitted in English.
ITA 11.1 (d)	The Applicant shall submit with its Application, the following additional documents: Not Applicable.
ITA 14.2	The source for determining exchange rates is the Central Bank of Nigeria (CBN)
ITA 15.2	In addition to the original, the number of copies to be submitted with the Application is: Not Applicable.
D. Submission of Applications	
ITA 17.1	The deadline for Application submission is: Date: 25 th November, 2020 Time: 12:00Noon

	<p>For Application submission purposes only, the Employer's address is: Employer's address is the same as that indicated in 1.1 Attention: Anita Otubu Address: 16, Umaru Dikko Street, Jabi, Federal Capital Territory (FCT) Abuja Floor/Room Number: 2nd Floor, Head Project Management Unit Office City: Federal Capital Territory (FCT), Abuja. Postal Code: 900108 Country: Nigeria Telephone: +234-813 882 2835, +234-815 186 6851 Facsimile number: Not Applicable Electronic mail address: anita.otubu@rea.gov.ng Applicants shall have the option of submitting their Applications electronically. The electronic Application submission procedures shall be: <i>Applicants shall submit their Applications by email with password protected read-only Applications/documents as attachments. The email address for submission is nep@rea.gov.ng</i> REA will confirm the receipt of each Application. Copies of certain documents such as Letter of Application Submission and power of attorney will be treated as if they are originals.</p>
ITA 18.1	Late Applications will be returned unopened to the Applicants.
ITA 19.1	<p>The opening of the Applications shall take place via Zoom Conference Call Date: 25th November, 2020 Time: 12:30pm local time. For the purpose of obtaining passwords from the Applicants.</p>
ITA 19.2	The electronic Application opening procedures shall be: For password protected read-only Application submitted by email, the opening procedure is as follows: "Within thirty (30) minutes after the Application submission deadline, Applicants shall send the password of their password protected Applications to the email address specified above".
E. Procedures for Evaluation of Applications	
ITA 24.1	At this time the Employer " <i>does not intend</i> " to execute certain specific parts of the contract by sub-contractors selected in advance.
F. Evaluation of Applications and Initial Selection of Applicants	

ITA 25.2	The relevant qualifications of the proposed Specialized Subcontractors ‘ <i>will be</i> ’ added to the qualifications of the Applicant for the purpose of evaluation as indicated in Section III - Initial Selection Criteria and Requirements.																								
ITA 27.1	<p>Initial Selection – minimum number (x)</p> <p>The Employer intends to Initially Select the following number of long listed Applications: As shown in the Table below:</p> <p>Initial Selection – maximum number (y)</p> <p>The Employer, may, at its sole discretion, Initially Select more than the minimum number of long listed Applications. As shown in the Table below:</p> <table border="1" data-bbox="441 684 1295 1213"> <thead> <tr> <th data-bbox="441 684 613 785">LOT</th> <th data-bbox="620 684 922 785">MINIMUM NUMBER (x)</th> <th data-bbox="928 684 1295 785">MAXIMUM NUMBER (y)</th> </tr> </thead> <tbody> <tr> <td data-bbox="441 793 613 848">1</td> <td data-bbox="620 793 922 848">5</td> <td data-bbox="928 793 1295 848">8</td> </tr> <tr> <td data-bbox="441 856 613 911">2</td> <td data-bbox="620 856 922 911">5</td> <td data-bbox="928 856 1295 911">8</td> </tr> <tr> <td data-bbox="441 919 613 974">3</td> <td data-bbox="620 919 922 974">5</td> <td data-bbox="928 919 1295 974">8</td> </tr> <tr> <td data-bbox="441 982 613 1037">4</td> <td data-bbox="620 982 922 1037">4</td> <td data-bbox="928 982 1295 1037">6</td> </tr> <tr> <td data-bbox="441 1045 613 1100">5</td> <td data-bbox="620 1045 922 1100">5</td> <td data-bbox="928 1045 1295 1100">8</td> </tr> <tr> <td data-bbox="441 1108 613 1163">6</td> <td data-bbox="620 1108 922 1163">4</td> <td data-bbox="928 1108 1295 1163">6</td> </tr> <tr> <td data-bbox="441 1171 613 1213">7</td> <td data-bbox="620 1171 922 1213">5</td> <td data-bbox="928 1171 1295 1213">8</td> </tr> </tbody> </table>	LOT	MINIMUM NUMBER (x)	MAXIMUM NUMBER (y)	1	5	8	2	5	8	3	5	8	4	4	6	5	5	8	6	4	6	7	5	8
LOT	MINIMUM NUMBER (x)	MAXIMUM NUMBER (y)																							
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7	5	8																							
ITA 31.1	<p>The procedures for making a Procurement-related Complaint are detailed in the “Procurement Regulations for IPF Borrowers (Annex III).” If an Applicant wishes to make a Procurement-related Complaint, the Applicant should submit its complaint following these procedures, in writing (by the quickest means available, that is either by email or fax), to:</p> <p>For the attention: Anita Otubu</p> <p>Title/position: Mrs./Head, Project Management Unit</p>																								

	<p>Employer: Rural Electrification Agency (REA)</p> <p>Email address: <i>nep@rea.gov.ng</i></p> <p>In summary, at this stage, a Procurement-related Complaint may challenge any of the following:</p> <ol style="list-style-type: none">1. the terms of the Initial Selection Document; and2. the Employer’s decision not to initially select an Applicant
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Section III - Initial Selection Criteria and Requirements

This section contains all the methods, criteria, and requirements that the Employer shall use to evaluate Applications. The information to be provided in relation to each requirement and the definitions of the corresponding terms are included in the respective Application Forms.

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Table 1 – Qualification Criteria and Requirements**1. Eligibility**

		Criteria		Single Entity Requirements	Joint Venture Requirements			Documentation
No.	Subject	Requirement			All Members Combined	Each Member	One Member	Submission Requirements
1.1	Nationality	Nationality in accordance with ITA 4.5	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Forms ELI – 1.1 and 1.2, with attachments	
1.2	Conflict of Interest	No conflicts of interest in accordance with ITA 4.6	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Application Submission Letter	
1.3	Bank Eligibility	Not having been declared ineligible by the Bank, as described in ITA 4.7 and 5.1	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Application Submission Letter	
1.4	United Nations resolution or Borrower’s country law	Not having been excluded as a result of prohibition in the Borrower’s country laws or official regulations against commercial relations with the Applicant’s country, or by an act of compliance with UN Security Council resolution, both in accordance with ITA 5.1 and Section V.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Forms ELI – 1.1 and 1.2, with attachments	

2. Historical Contract Non-Performance

Criteria			Single Entity Requirements	Joint Venture			Documentation
No.	Subject	Requirement		All Members Combined	Each Member	One Member	Submission Requirements
2.1	History of Non-Performing Contracts	Non-performance of a contract ¹ did not occur as a result of contractor's default since 1 st January 2015.	Must meet requirement ¹	Must meet requirements	Must meet requirement ²	N/A	Form CON-2
2.2	Suspension Based on Execution of Bid or Proposal Securing Declaration by the Employer	Not under suspension based on execution of Bid or Proposal Securing Declaration pursuant to ITA 4.10.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Application Submission Letter
2.3	Pending Litigation	Applicant's financial position and prospective long term profitability still sound according to criteria established in 3.1 below and assuming that all pending litigation will be resolved against the Applicant	Must meet requirement	N/A	Must meet requirement	N/A	Form CON – 2
2.4	Litigation History	No consistent history of court/arbitral award decisions against the Applicant ³ since 1 st January 2015.	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form CON – 2

¹ Nonperformance, as decided by the Employer, shall include all contracts where (a) nonperformance was not challenged by the contractor, including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Nonperformance shall not include contracts where Employers decision was overruled by the dispute resolution mechanism. Nonperformance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the applicant have been exhausted.

² This requirement also applies to contracts executed by the Applicant as JV member.

³ The Applicant shall provide accurate information on the related Application Form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the last five years. A consistent history of awards against the Applicant or any member of a joint venture may result in rejection of the Application.

2.5	Declaration: Environmental and Social (ES) past performance	Declare any contract that has been suspended or terminated and/or performance security called by an employer for reasons of breach of environmental, or social (including Sexual Exploitation, and Abuse) contractual obligations in the past five years. ⁴	Must make the declaration. Where there are Specialized Subcontractor/s, the Specialized Subcontractor/s must also make the declaration.	N/A	Each must make the declaration. Where there are Specialized Subcontractor /s, the Specialized Subcontractor /s must also make the declaration.	N/A	Form CON-3
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3. Financial Situation and Performance

Criteria			Single Entity Requirements	Joint Venture Requirements			Documentation
No.	Subject	Requirement		All Members Combined	Each Member	One Member	Submission Requirements
3.1	Financial Capabilities	(a) (i) The Applicant shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the cash flow requirements estimated as follows for the respective lots: Lot 1 – USD 1,700,000.00	Must meet requirement	Must meet requirement	N/A	Lead member must meet [60% of] requirement	Form FIN – 3.1, with attachments

⁴ The Employer may use this information to seek further information or clarifications in carrying out its due diligence.

Criteria			Single Entity Requirements	Joint Venture Requirements			Documentation
No.	Subject	Requirement		All Members Combined	Each Member	One Member	Submission Requirements
		not required by the laws of the Applicant's country, other financial statements acceptable to the Employer, for the last five (5) years (i.e 2015, 2016, 2017, 2018 & 2019) shall be submitted and must demonstrate the current soundness of the Applicant's financial position and indicate its prospective long-term profitability.	requirement	N/A	Must meet requirement	N/A	
3.2	Average Annual Turnover	<p>Minimum average annual turnover in Plant Design, and/or Supply and/or Installation of:</p> <p>Lot 1 - USD 13,000,000.00 (or NGN 5,000,000,000.00)</p> <p>Lot 2 – USD 19,000,000.00 (or NGN 7,000,000,000.00)</p> <p>Lot 3 – USD 24,000,000.00 (or NGN 9,000,000,000.00)</p> <p>Lot 4 – USD 38,000,000.00 (or NGN 14,000,000,000.00)</p> <p>Lot 5 – USD 19,000,000.00 (or NGN 7,000,000,000.00)</p> <p>Lot 6 – USD 21,000,000.00 (or NGN 8,00,000,000.00)</p> <p>Lot 7 – USD 18,000,000.00 (or NGN 6,000,000,000.00)</p> <p>calculated as total certified payments received for contracts in progress and/or completed within the last five</p>	Must meet requirement	Must meet requirement	N/A	Lead member must meet [60% of] requirement	Form FIN – 3.2

Criteria			Single Entity Requirements	Joint Venture Requirements			Documentation
No.	Subject	Requirement		All Members Combined	Each Member	One Member	Submission Requirements
		(5) years, divided by five (5) years. Note: Requirements for multiple lots shall be the aggregate sum of the individual respective lots.					

4. Experience

Criteria			Single Entity Requirements	Joint Venture Requirements			Documentation
No.	Subject	Requirement		All Members Combined	Each Member	One Member	Submission Requirements
4.1	General Experience	Experience in Electrical Power Plant Design, and/or Supply and/or Installation and/or operation contracts in the role of prime contractor, JV member, subcontractor, or management contractor for at least the last <i>[five]</i> years, starting 1 st January <i>[2015]</i> .	Must meet requirement	N/A	Must meet requirement	N/A	Form EXP – 4.1
4.2 (a)	Specific Experience	A minimum number of <i>[2]</i> similar contracts specified below that have	Must meet requirement	Must meet requirement ⁷	N/A	N/A	Form EXP 4.2

⁷ In the case of JV, the value of contracts completed by its members shall not be aggregated to determine whether the requirement of the minimum value of a single contract has been met. Instead, each contract performed by each member shall satisfy the minimum value of a single contract as required for single entity. In determining whether the JV meets the requirement of total number of contracts, only the number of contracts completed by all members each of value equal or more than the minimum value required shall be aggregated.

Criteria			Single Entity Requirements	Joint Venture Requirements			Documentation
No.	Subject	Requirement		All Members Combined	Each Member	One Member	Submission Requirements
		<p>been satisfactorily and substantially⁵ completed as a prime contractor, joint venture member⁶, management contractor or subcontractor between 1st January [2015] and Application submission deadline:</p> <p>Lot 1 - USD 5,000,000.00 (or NGN 2,000,000,000.00)</p> <p>Lot 2 – USD 10,000,000.00 (or NGN 3,000,000,000.00)</p> <p>Lot 3 – USD 13,000,000.00 (or NGN 4,000,000,000.00)</p> <p>Lot 4 – USD 31,000,000.00 (or NGN 11,000,000,000.00)</p> <p>Lot 5 – USD 7,000,000.00 (or NGN 2,000,000,000.00)</p> <p>Lot 6 – USD 8,000,000.00 (or NGN 3,000,000,000.00)</p> <p>Lot 7 – USD 7,000,000.00 (or NGN 2,000,000,000.00)</p> <p>NB: Requirements for multiple lots shall</p>					

⁵ Substantial completion shall be based on 80% or more of the contracts completed.

⁶ For contracts under which the Applicant participated as a joint venture member or sub-contractor, only the Applicant’s role and responsibilities shall be considered to meet this requirement.

Criteria			Single Entity Requirements	Joint Venture Requirements			Documentation
No.	Subject	Requirement		All Members Combined	Each Member	One Member	Submission Requirements
		<p>be the aggregate sum of the individual respective lots.</p> <p><i>[Each of the contracts required above shall meet the following minimum key requirements:</i></p> <ol style="list-style-type: none"> 1. Supply and installation of Solar Photo-Voltaic (PV) Modules and the associated ground mounted Module Mounting Structures (MMS) and Mega Watt scale Battery Energy storage systems; 2. Supply and Installation of MegawattScale PV Inverter with Energy Management System (EMS). 3. Supply and Installation of Megawatt scale Power Converters (PCS/ Battery Converters) with Battery Management System (BMS), PV Inverters and Diesel Generators for operations as a Solar Hybrid power plant with Totalizing 					

Criteria			Single Entity Requirements	Joint Venture Requirements			Documentation
No.	Subject	Requirement		All Members Combined	Each Member	One Member	Submission Requirements
		<p>& switching power equipment housed in a Master Control Room (MCR).</p> <p>4. Supply and installation of MV/LV Panels with multiple Bus and Couplers and Fire Protection System (FPS) for the entire Solar Hybrid Power Plant.</p> <p>5. One (1) year Operation and Maintenance of the entire Megawatt scale Solar Hybrid, Power Plants and ancillary equipment.</p> <p>NB: The above specific experience requirements may be met by specialized subcontractors.</p>					
4.2 (b)	Specific experience in ES aspects	For the contracts in 4.2 (a) above and/or any other contracts [substantially completed and under implementation] as prime contractor, joint venture member, or	Must meet requirements	Must meet requirements	Must meet the following requirements: N/A	Must meet the following requirements: N/A	Form EXP – 4.2 (b)

Criteria			Single Entity Requirements	Joint Venture Requirements			Documentation
No.	Subject	Requirement		All Members Combined	Each Member	One Member	Submission Requirements
		<p>Subcontractor between 1st January [2015] and Application submission deadline, experience in managing ES risks and impacts in the following aspects:</p> <p>Sexual Exploitation and Abuse (SEA) and Sexual Harassment (SH) risks and impacts, managing labor and working conditions, protection of the environment, security of the site, community health and safety, management of safety of hazardous materials, resource efficiency and pollution prevention and management, biodiversity conservation and sustainable management of living natural resources.</p> <p>Criteria requirements are as follows:</p> <p>Lot 1 - USD 5,000,000.00 (or NGN 2,000,000,000.00) Lot 2 – USD 10,000,000.00 (or NGN 3,000,000,000.00) Lot 3 – USD 13,000,000.00 (or NGN 4,000,000,000.00) Lot 4 – USD 31,000,000.00</p>					

Criteria			Single Entity Requirements	Joint Venture Requirements			Documentation
No.	Subject	Requirement		All Members Combined	Each Member	One Member	Submission Requirements
		(or NGN 11,000,000,000.00) Lot 5 – USD 7,000,000.00 (or NGN 2,000,000,000.00) Lot 6 – USD 8,000,000.00 (or NGN 3,000,000,000.00) Lot 7 – USD 7,000,000.00 (or NGN 2,000,000,000.00)					

Table 2 – Rated Criteria and Requirements

1. Past Performance

Requirement	Scoring		Documentation																		
	Maximum score	Remark	Submission Requirement																		
<p>1.1 Number of similar contracts [/Number of satisfactorily and substantially completed Plant Design, Supply, Installation and operations contracts that exceed the number specified in Table 1, Sub-Factor 4.2(where this number is x) that are: 1. similar to the Requirements (<u>Reference Table 1, 4.2</u>); and completed during the past 10 years. Scoring methodology:</p> <table border="1"> <thead> <tr> <th>Number of contracts</th> <th><i>[>= 6 contracts]</i></th> <th><i>[5 contracts]</i></th> <th><i>[4 contracts]</i></th> <th><i>[3 contracts]</i></th> <th><i>[2 contracts]</i></th> </tr> </thead> <tbody> <tr> <td>Number of satisfactorily and substantially completed similar contracts.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Weighting</td> <td>[100]</td> <td>[70]</td> <td>[40]</td> <td>[10]</td> <td>[0]</td> </tr> </tbody> </table>	Number of contracts	<i>[>= 6 contracts]</i>	<i>[5 contracts]</i>	<i>[4 contracts]</i>	<i>[3 contracts]</i>	<i>[2 contracts]</i>	Number of satisfactorily and substantially completed similar contracts.						Weighting	[100]	[70]	[40]	[10]	[0]	50	In case of JV, all members combined will be evaluated.	Form EXP 4.2
Number of contracts	<i>[>= 6 contracts]</i>	<i>[5 contracts]</i>	<i>[4 contracts]</i>	<i>[3 contracts]</i>	<i>[2 contracts]</i>																
Number of satisfactorily and substantially completed similar contracts.																					
Weighting	[100]	[70]	[40]	[10]	[0]																

2. Contract/Project Management Capability

Criteria	Scoring		Documentation										
Requirement	Maximum score	Remark	Submission Requirement										
<p>Contract/project management capability demonstrated in the following key areas:</p> <ol style="list-style-type: none"> 1. Description of project management system/s and how they will be applied (including status of accreditation with recognized international standards applicable to the industry) 2. Environmental, Social, Health, and Safety management practice, and 3. Use of value Engineering, innovation and continuous improvement. <p>Please ensure that your response to each of the above does not exceed one (1) page.</p> <p>Scoring methodology:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Key areas: <i>[Number and extent of key areas demonstrated.]</i></td> <td style="text-align: center;"><i>[all 3]</i></td> <td style="text-align: center;"><i>[2]</i></td> <td style="text-align: center;"><i>[1]</i></td> <td style="text-align: center;"><i>[0]</i></td> </tr> <tr> <td style="text-align: right;">Initial score</td> <td style="text-align: center;">100</td> <td style="text-align: center;">50</td> <td style="text-align: center;">25</td> <td style="text-align: center;">[0]</td> </tr> </table>	Key areas: <i>[Number and extent of key areas demonstrated.]</i>	<i>[all 3]</i>	<i>[2]</i>	<i>[1]</i>	<i>[0]</i>	Initial score	100	50	25	[0]	25	In case of JV, the capability of the lead member will be evaluated	Table 2-PM
Key areas: <i>[Number and extent of key areas demonstrated.]</i>	<i>[all 3]</i>	<i>[2]</i>	<i>[1]</i>	<i>[0]</i>									
Initial score	100	50	25	[0]									

3. Employer’s Requirements

Criteria					Scoring		Documentation
Requirement					Maximum score	Remark	Submission Requirement
Demonstrate an understanding of the Employer’s Requirements. Key aspects to be addressed are: <ol style="list-style-type: none"> 1. approach to the contract 2. preliminary timeline/delivery schedule, and 3. risk identification). Scoring methodology:					25		Table 2-ER
Key aspects: <i>[Number and extent of key areas demonstrated.]</i>	<i>[all 3]</i>	<i>[2]</i>	<i>[1]</i>	<i>[0]</i>			
Initial score	100	50	25	0			

4. Sustainable Procurement

- **Not Applicable.**

Section IV - Application Forms

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Application Submission Letter

Date: *[insert day, month, and year]*
RFP No. and title: *[insert RFP number and title]*

To: *[insert full name of Employer]*

We, the undersigned, apply to be initially selected for the referenced Request for Proposal (RFP) and declare that:

- (a) **No reservations:** We have examined and have no reservations to the Initial Selection Document, including Addendum(s) No(s). issued in accordance with ITA 8: *[insert the number and issuing date of each addendum]*.
- (b) **No conflict of interest:** We have no conflict of interest in accordance with ITA 4.6;
- (c) **Eligibility:** We (and our subcontractors) meet the eligibility requirements as stated in ITA 4, we have not been suspended by the Employer based on execution of a Bid-Securing Declaration or Proposal-Securing Declaration in accordance with ITA 4.10;
- (d) **Suspension and Debarment:** We, along with any of our subcontractors, suppliers, consultants, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the World Bank Group or a debarment imposed by the World Bank Group in accordance with the Agreement for Mutual Enforcement of Debarment Decisions between the World Bank and other development banks. Further, we are not ineligible under the Employer's country laws or official regulations or pursuant to a decision of the United Nations Security Council;
- (e) **State-owned enterprise or institution:** *[select the appropriate option and delete the other]*
[We are not a state-owned enterprise or institution] / [We are a state-owned enterprise or institution but meet the requirements of ITA 4.9];
- (d) (f) **Subcontractors and Specialized Subcontractors:** We, in accordance with ITA 24.2 and 25.2, plan to subcontract the following parts of the contract:

[Insert any part of the contract which the Applicant intends to subcontract along with complete details of the Specialized Subcontractors, their qualification and experience]

- (g) **Commissions, gratuities, fees:** We declare that the following commissions, gratuities, or fees have been paid or are to be paid with respect to the Initial Selection process, the corresponding RFP process or execution of the Contract:

<u>Name of Recipient</u>	<u>Address</u>	<u>Reason</u>	<u>Amount</u>
--------------------------	----------------	---------------	---------------

<i>[insert full name for each occurrence]</i>	<i>[insert street/ number/city/country]</i>	<i>[indicate reason]</i>	<i>[specify amount currency, value, exchange rate and US\$ equivalent]</i>
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

[If no payments are made or promised, add the following statement: “No commissions or gratuities have been or are to be paid by us to agents or any third party relating to this Application]”

- (h) **Not bound to accept:** We understand that you may cancel the Initial Selection process at any time and that you are neither bound to accept any Application that you may receive nor to invite the initially selected Applicants to submit Proposal for the contract subject of this Initial selection process, without incurring any liability to the Applicants, in accordance with ITA 26.1.
- (i) **True and correct:** All information, statements and description contained in the Application are in all respect true, correct and complete to the best of our knowledge and belief.

Signed *[insert signature(s) of an authorized representative(s) of the Applicant]*

Name *[insert full name of person signing the Application]*

In the capacity of *[insert capacity of person signing the Application]*

Duly authorized to sign the Application for and on behalf of:

Applicant’s Name *[insert full name of Applicant or the name of the JV]*

Address *[insert street number/town or city/country address]*

Dated on *[insert day number]* day of *[insert month]*, *[insert year]*

[For a joint venture, either all members shall sign or only the authorized representative, in which case the power of attorney to sign on behalf of all members shall be attached]

Form ELI -1.1

Applicant Information Form

Date: *[insert day, month, year]*

RFP No. and title: *[insert RFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Applicant's name <i>[insert full name]</i>
In case of Joint Venture (JV), name of each member: <i>[insert full name of each member in JV]</i>
Applicant's actual or intended country of registration: <i>[indicate country of Constitution]</i>
Applicant's actual or intended year of incorporation: <i>[indicate year of Constitution]</i>
Applicant's legal address [in country of registration]: <i>[insert street/ number/ town or city/ country]</i>
Applicant's authorized representative information Name: <i>[insert full name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i>
1. Attached are copies of original documents of <ul style="list-style-type: none"> <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITA 4.5. <input type="checkbox"/> In case of JV, letter of intent to form JV or JV agreement, in accordance with ITA 4.2. <input type="checkbox"/> In case of state-owned enterprise or institution, in accordance with ITA 4.9 documents establishing: <ul style="list-style-type: none"> • Legal and financial autonomy • Operation under commercial law • Establishing that the Applicant is not under supervision of the Employer
2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

Form ELI -1.2

Applicant's JV Information Form

[The following form is additional to Form ELI – 1.1., and shall be completed to provide information relating to each JV member (in case the Applicant is a JV) as well as any Specialized Subcontractor proposed to be used by the Applicant for any part of the Contract resulting from this Initial Selection]

Date: *[insert day, month, year]*

RFP No. and title: *[insert RFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Applicant name: <i>[insert full name]</i>
Applicant's JV Member's name: <i>[insert full name of Applicant's JV Member]</i>
Applicant's JV Member's country of registration: <i>[indicate country of registration]</i>
Applicant JV Member's year of constitution: <i>[indicate year of constitution]</i>
Applicant JV Member's legal address in country of constitution: <i>[insert street/ number/ town or city/ country]</i>
Applicant JV Member's authorized representative information Name: <i>[insert full name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i>
1. Attached are copies of original documents of <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITA 4.5. <input type="checkbox"/> In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and they are not under the supervision of the Employer, in accordance with ITA 4.9.
2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

Form CON – 2

Historical Contract Non-Performance, and Pending Litigation and Litigation History

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant’s Name: *[insert full name]*
 Date: *[insert day, month, year]*
 Joint Venture Member’s Name: *[insert full name]*
 RFP No. and title: *[insert RFP number and title]*
 Page *[insert page number]* of *[insert total number]* pages

Non-Performed Contracts in accordance with Section III, Table 1 Qualification Criteria, and Requirements			
<input type="checkbox"/> Contract non-performance did not occur since 1 st January <i>[insert year]</i> specified in Section III,– Table 1 Qualification Criteria, and Requirements, Sub-Factor 2.1.			
<input type="checkbox"/> Contract(s) not performed since 1 st January <i>[insert year]</i> specified in Section III,– Table 1 Qualification Criteria, and Requirements, Sub-Factor 2.1.			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and US\$ equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Reason(s) for nonperformance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>
Pending Litigation, in accordance with Section III, Table 1 Qualification Criteria, and Requirements			
<input type="checkbox"/> No pending litigation in accordance with Section III, Table 1 Qualification Criteria, and Requirements, Sub-Factor 2.3.			
<input type="checkbox"/> Pending litigation in accordance with Section III, Table 1 Qualification Criteria, and Requirements, Sub-Factor 2.3 as indicated below.			

Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), USD Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert amount]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate “Employer” or “Contractor”]</i> Status of dispute:	<i>[insert amount]</i>
Litigation History in accordance with Section III, Table 1 Qualification Criteria, and Requirements			
<input type="checkbox"/> No Litigation History in accordance with Section III, Table 1 Qualification Criteria, and Requirements, Sub-Factor 2.4. <input type="checkbox"/> Litigation History in accordance with Section III, Table 1 Qualification Criteria, and Requirements, Sub-Factor 2.4 as indicated below.			
Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), USD Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate “Employer” or “Contractor”]</i> Reason(s) for Litigation and award decision <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>

Form CON – 3 Environmental and Social Performance Declaration

[The following table shall be filled in for the Proposer, each member of a Joint Venture and each Specialized Subcontractor]

Proposer’s Name: *[insert full name]*
 Date: *[insert day, month, year]*
 Joint Venture Member’s or Specialized Subcontractor’s Name: *[insert full name]*
 RFP No. and title: *[insert RFP number and title]*
 Page *[insert page number]* of *[insert total number]* pages

Environmental and Social Performance Declaration in accordance with Section III, Qualification Criteria, and Requirements			
<p><input type="checkbox"/> No suspension or termination of contract: An employer has not suspended or terminated a contract and/or called the performance security for a contract for reasons related to Environmental or Social (ES) performance since the date specified in Section III, Qualification Criteria, and Requirements, Sub-Factor 2.5.</p> <p><input type="checkbox"/> Declaration of suspension or termination of contract: The following contract(s) has/have been suspended or terminated and/or Performance Security called by an employer(s) for reasons related to Environmental or Social (ES) performance since the date specified in Section III, Qualification Criteria, and Requirements, Sub-Factor 2.5. Details are described below:</p>			
Year	Suspended or terminated portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and US\$ equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Reason(s) for suspension or termination: <i>[indicate main reason(s) e.g. gender-based violence; sexual exploitation or sexual abuse breaches]</i>	<i>[insert amount]</i>
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Reason(s) for suspension or termination: <i>[indicate</i>	<i>[insert amount]</i>

		<i>main reason(s)</i>	
...	...	<i>[list all applicable contracts]</i>	...
Performance Security called by an employer(s) for reasons related to ES performance			
Year	Contract Identification		Total Contract Amount (current value, currency, exchange rate and US\$ equivalent)
<i>[insert year]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Reason(s) for calling of performance security: <i>[indicate main reason(s) e.g. for gender-based violence; sexual exploitation, or sexual abuse breaches]</i>		<i>[insert amount]</i>

Form FIN – 3.1 Financial Situation and Performance

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

RFP No. and title: *[insert RFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

1. Financial data

Type of Financial information in (currency)	Historic information for previous <i>[insert number]</i> years, <i>[insert in words]</i> (amount in currency, currency, exchange rate*, USD equivalent)				
	Year 1	Year 2	Year 3	Year 4	Year 5
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

* Refer ITA 14 for the exchange rate

2. Sources of Finance

[The following table shall be filled in for the Applicant and all parties combined in case of a Joint Venture]

Specify sources of finance to meet the cash flow requirements on contracts currently in progress and for future contract commitments.

No.	Source of finance	Amount (US\$ equivalent)
1		
2		
3		

3. Financial documents

The Applicant and its parties shall provide copies of financial statements for *[number]* years pursuant Section III, Table 1 –Qualification Criteria, and Requirements Sub-factor 3.1. The financial statements shall:

- (a) reflect the financial situation of the Applicant or in case of JV member , and not an affiliated entity (such as parent company or group member).
- (b) be independently audited or certified in accordance with local legislation.
- (c) be complete, including all notes to the financial statements.
- (d) correspond to accounting periods already completed and audited.

Attached are copies of financial statements¹ for the *[number]* years required above; and complying with the requirements

¹ If the most recent set of financial statements is for a period earlier than 12 months from the date of Application, the reason for this should be justified.

Form FIN - 3.2
Average Annual Turnover in Plant Design
and/or Supply and/or Installation

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

RFP No. and title: *[insert RFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Annual turnover data			
Year	Amount Currency	Exchange rate*	USD equivalent
<i>[indicate calendar year]</i>	<i>[insert amount and indicate currency]</i>		
		Average Annual Turnover **	

* Refer ITA 14 for date and source of exchange rate.

** Total USD equivalent for all years divided by the total number of years. See Section III, Table 1 Qualification Criteria, and Requirements, 3.2.

Form EXP - 4.1

General Experience in Plant Design and/or Supply and/or Installation

[The following table shall be filled in for the Applicant and in the case of a JV Applicant, each Member]

Applicant's Name: *[insert full name]*
 Date: *[insert day, month, year]*
 Joint Venture Member Name: *[insert full name]*
 RFP No. and title: *[insert RFP number and title]*
 Page *[insert page number]* of *[insert total number]* pages

[As per Section III, Table 1 Qualification Criteria, and Requirements, Sub-Factor 4.1. list contracts chronologically, according to their commencement (starting) dates.]

Starting Year	Ending Year	Contract Identification	Role of Applicant
<i>[indicate year]</i>	<i>[indicate year]</i>	Contract name: <i>[insert full name]</i> Brief Description of the Contracts performed by the Applicant: <i>[describe contracts performed briefly]</i> Amount of contract: <i>[insert amount in currency, mention currency used, exchange rate and US\$ equivalent*]</i> Name of Employer: <i>[indicate full name]</i> Address: <i>[indicate street/number/town or city/country]</i>	<i>[insert "Prime Contractor" or "JV Member" or "Sub-contractor" or "Management Contractor"]</i>
		Contract name: <i>[insert full name]</i> Brief Description of the Contracts performed by the Applicant: <i>[describe contracts performed briefly]</i> Amount of contract: <i>[insert amount in currency, mention currency used, exchange rate and US\$ equivalent*]</i> Name of Employer: <i>[indicate full name]</i> Address: <i>[indicate street/number/town or city/country]</i>	<i>[insert "Prime Contractor" or "JV Member" or "Sub-contractor" or "Management Contractor"]</i>
		Contract name: <i>[insert full name]</i> Brief Description of the Contracts performed by the Applicant: <i>[describe contracts performed briefly]</i> Amount of contract: <i>[insert amount in currency, mention currency used, exchange rate and US\$ equivalent*]</i> Name of Employer: <i>[indicate full name]</i> Address: <i>[indicate street/number/town or city/country]</i>	<i>[insert "Prime Contractor" or "JV Member" or "Sub-contractor" or "Management Contractor"]</i>

* Refer ITA 14 for date and source of exchange rate.

Form EXP - 4.2 (a) Specific Experience

(Table 1, 4.2 and Table 2)

[The following table shall be filled in for contracts performed by the Applicant, each member of a Joint Venture, and Specialized Sub-contractors]

Applicant's Name: *[insert full name]*
 Date: *[insert day, month, year]*
 Joint Venture Member Name: *[insert full name]*
 RFP No. and title: *[insert RFP number and title]*
 Page *[insert page number]* of *[insert total number]* pages

Similar Contract No. <i>[insert number] of [insert number of similar contracts required]</i>	Information			
Contract Identification	<i>[insert contract name and number, if applicable]</i>			
Award date	<i>[insert day, month, year, i.e., 15 June, 2015]</i>			
Completion date	<i>[insert day, month, year, i.e., 03 October, 2017]</i>			
Role in Contract <i>[check the appropriate box]</i>	Prime Contractor <input type="checkbox"/>	Member in JV <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Sub-contractor <input type="checkbox"/>
Total Contract Amount	<i>[insert total contract amount in local currency]</i>		US\$ <i>[insert Exchange rate and total contract amount in US\$ equivalent]*</i>	
If member in a JV or sub-contractor, specify share in value in total Contract amount and roles and responsibilities	<i>[insert a percentage amount]</i>	<i>[insert total contract amount in local currency]</i>	<i>[insert exchange rate and total contract amount in US\$ equivalent]*</i>	
	<i>[insert roles and responsibilities]</i>			
Description of the similarity in accordance with Section III Table 1, 4.2				
Physical size of required contracts items	<i>[insert physical size of items]</i>			
Complexity	<i>[insert description of complexity]</i>			
Methods/Technology	<i>[insert specific aspects of the methods/technology involved in the contract]</i>			

Other Characteristics	<i>[insert other characteristics as described in Section VII, Scope of Employer's Requirements]</i>
Employer's Name:	<i>[insert full name]</i>
Address:	<i>[indicate street / number / town or city / country]</i>
Telephone/fax number	<i>[insert telephone/fax numbers, including country and city area codes]</i>
E-mail:	<i>[insert e-mail address, if available]</i>

* Refer ITA 14 for date and source of exchange rate.

Form EXP –4.2(b)

Specific Experience in Managing ES aspects

Proposer's Legal Name: _____ Date: _____
 JV Member Legal Name: _____ RFP No.: _____
 Subcontractor's Legal Name: _____ Page _____ of _____ pages

1. Key Requirement no 1 in accordance with 4.2 (b): __

Contract Identification				
Award date				
Completion date				
Role in Contract	Prime Contractor <input type="checkbox"/>	Member in JV <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Subcontractor <input type="checkbox"/>
Total Contract Amount			US\$	
Details of relevant experience				

2. Key Requirement no 2 in accordance with 4.2 (b): _____

3. Key Requirement no 3 in accordance with 4.2 (b): _____

Table 2-PM
Contract / Project Management Capability

The applicant shall demonstrate Contract / Project Management Capability in accordance with Table 2

Table 2-ER
Understanding of the Employer's
Requirement

The applicant shall demonstrate an Understanding of the Employer's Requirement in accordance with Table 2

Table 2-SP
Sustainable Procurement

Not Applicable.

Section V - Eligible Countries

Eligibility for the Provision of Goods, Works and Services in Bank-Financed Procurement

In reference to ITA 5.1, for the information of the Applicants, at the present time firms and individuals, supply of goods, or contracting of works or services, from the following countries are excluded from this Initial Selection process:

Under ITA 5.1 (a) None

Under ITA 5.1 (b) None

Section VI - Fraud and Corruption

(Text in this Section VI shall not be modified)

1. Purpose

1.1 The Bank's Anti-Corruption Guidelines and this annex apply with respect to procurement under Bank Investment Project Financing operations.

2. Requirements

2.1 The Bank requires that Borrowers (including beneficiaries of Bank financing); bidders (applicants/proposers), consultants, contractors and suppliers; any sub-contractors, sub-consultants, service providers or suppliers; any agents (whether declared or not); and any of their personnel, observe the highest standard of ethics during the procurement process, selection and contract execution of Bank-financed contracts, and refrain from Fraud and Corruption.

2.2 To this end, the Bank:

- a. Defines, for the purposes of this provision, the terms set forth below as follows:
 - i. "corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
 - ii. "fraudulent practice" is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation;
 - iii. "collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
 - iv. "coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
 - v. "obstructive practice" is:
 - (a) deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Bank investigation into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
 - (b) acts intended to materially impede the exercise of the Bank's inspection and audit rights provided for under paragraph 2.2 e. below.

- b. Rejects a proposal for award if the Bank determines that the firm or individual recommended for award, any of its personnel, or its agents, or its sub-consultants, sub-contractors, service providers, suppliers and/ or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;
- c. In addition to the legal remedies set out in the relevant Legal Agreement, may take other appropriate actions, including declaring misprocurement, if the Bank determines at any time that representatives of the Borrower or of a recipient of any part of the proceeds of the loan engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices during the procurement process, selection and/or execution of the contract in question, without the Borrower having taken timely and appropriate action satisfactory to the Bank to address such practices when they occur, including by failing to inform the Bank in a timely manner at the time they knew of the practices;
- d. Pursuant to the Bank’s Anti-Corruption Guidelines, and in accordance with the Bank’s prevailing sanctions policies and procedures, may sanction a firm or individual, either indefinitely or for a stated period of time, including by publicly declaring such a firm or individual ineligible (i) to be awarded or otherwise benefit from a Bank-financed contract, financially or in any other manner;¹ (ii) to be a nominated² sub-contractor, consultant, manufacturer or supplier, or service provider of an otherwise eligible firm being awarded a Bank-financed contract; and (iii) to receive the proceeds of any loan made by the Bank or otherwise to participate further in the preparation or implementation of any Bank-financed project;

Requires that a clause be included in request for bid/request for proposals documents and in contracts financed by a Bank loan, requiring (i) bidders (applicants/proposers), consultants, contractors, and suppliers, and their sub-contractors, sub-consultants, service providers, suppliers, agents personnel, permit the Bank to inspect³ all accounts, records and other documents relating to the procurement process, selection and/or contract execution, and to have them audited by auditors appointed by the Bank.

¹ For the avoidance of doubt, a sanctioned party’s ineligibility to be awarded a contract shall include, without limitation, (i) applying for pre-qualification, expressing interest in a consultancy, and bidding, either directly or as a nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider, in respect of such contract, and (ii) entering into an addendum or amendment introducing a material modification to any existing contract.

² A nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider (different names are used depending on the particular bidding document) is one which has been: (i) included by the bidder in its pre-qualification Application or bid because it brings specific and critical experience and know-how that allow the bidder to meet the qualification requirements for the particular bid; or (ii) appointed by the Borrower.

³ Inspections in this context usually are investigative (i.e., forensic) in nature. They involve fact-finding activities undertaken by the Bank or persons appointed by the Bank to address specific matters related to investigations/audits, such as evaluating the veracity of an allegation of possible Fraud and Corruption, through the appropriate mechanisms. Such activity includes but is not limited to: accessing and examining a firm's or individual's financial records and information, and making copies thereof as relevant; accessing and examining any other documents, data and information (whether in hard copy or electronic format) deemed relevant for the investigation/audit, and making copies thereof as relevant; interviewing staff and other relevant individuals; performing physical inspections and site visits; and obtaining third party verification of information.

PART 2 – Employer’s Requirements

Section VII - Scope of Employer’s Requirements

Contents

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1. Description of the Plant Design, Supply, Installation, Operation and Maintenance

1. Background

Access to uninterrupted power supply in Federal Universities and University Teaching hospitals in Nigeria has been cited as a major challenge and barrier to effective learning, institutional operations and student residency. Considering the role of education in economic growth and socio-economic development in Nigeria, the Ministry of Power, Works and Housing resolved to embark on viable projects that will ensure the availability of reliable, sustainable and affordable power to Nigeria’s tertiary institutions. This led to the conception of the ‘Energizing Education Programme’ (the “EEP”).

The EEP seeks to provide adequate power supply (up to approximately 100MW in total) to Thirty-Seven (37) Federal Universities (“the Universities”) and seven (7) University Teaching Hospitals across the Federal Republic of Nigeria. It also aims to provide streetlights to promote and facilitate safe, secure and productive learning environments and develop and operate training centres to train university students in renewable energy technology innovations.

The World Bank has provided financial support to the Nigerian Rural Electrification Agency (REA) through the Federal Ministry of Power, Works and Housing to finance Phase II of the EEP, focused on seven (7) universities and two (2) teaching hospitals (“Beneficiary Institutions”) under the Nigeria Electrification Project (NEP). The Bid covers Engineering, Procurement, and Construction (EPC) contracts of approx. total capacity of 38 MW Solar Hybrid Power Plants, rehabilitation of existing upstream distribution infrastructure, streetlights and a renewable energy workshop/training centre (WTC) for the Beneficiary Institutions (“the Projects”). In addition, Operations and Maintenance (O&M) of these Projects, for a duration yet to be determined, will be included into the EPC contracts, which are expected to be concluded, at the earliest, in the fourth quarter of 2020. It is anticipated that contracts with successful bidders would be signed immediately and the implementation of the Projects would commence thereafter.

2. Description of Project

The Phase II sites consist of the following as shown in the table below:

Table 1. Beneficiary Institutions under EEP Phase II

S/N	Location	State	Region
1	University of Abuja (UniAbuja)	FCT	North-Central
2	Micheal Okpara University of Agriculture Umudike (MOUUAU)	Abia	South- East
3	University of Calabar & Teaching Hospital (UniCal)	Cross River	South- South
4	University of Maiduguri & Teaching Hospital	Borno	North-East

	(UniMaid)		
5	Federal University of Agriculture Abeokuta (FUNAAB)	Ogun	South-West
6	Federal University Gashua (FUGA)	Yobe	North-East
7	Nigeria Defence Academy Kaduna (NDA)	Kaduna	North-West

The Project scope includes:

1. Provide reliable & sustainable electricity supply
2. Upgrade of Distribution network facilities to safely evacuate the generated power.
3. To reactivate and install streetlights for the proper lightning of the University environment.
4. Provision of Fully Outfitted Workshop and Training Centre for capacity building of students on renewable energy systems.

The summarized scope of works expected to be carried-out in every University include:

6. Supply and installation of 7,000 Solar Photo-Voltaic (PV) Modules (330Wp or higher capacity) and the associated ground mounted MMS (Module Mounting Structures);
7. Supply and installation of Pyranometers and mini weather stations along with Data Loggers;
8. Supply and installation of Energy Meters;
9. Supply and Installation of 1MW PV Inverter with EMS (Energy Management System)
10. Supply and Installation of 1MW Power Converters (PCS/ Battery Converters)
11. Supply and installation of 1,500KVA PV Inverter Transformers;
12. Supply and installation of 1,500KVA PCS Transformers;
13. Supply and installation of MV Panel with Dual Bus and Couplers
14. Construction and installation of Low Voltage Panels;
15. Supply and installation of 1.0MVA Diesel Generators (Cumulative) along with the associated DG Panel;
16. Design, Supply and installation of 9MWh Battery Energy Storage Systems (Cumulative) with BMS (Battery Management System);
17. Supply and installation of Fire Fighting Equipment;
18. Design and installation of a Master Control Room (MCR) for a hybrid solar plant
19. Commissioning of Solar Hybrid Power Plants; and
20. One (1) year Operation and Maintenance of Solar or Solar Hybrid, Power Plants.

Overview of Initial Selection Process

The REA is inviting interested and qualified firms to submit their Application as outlined in this Initial Selection Document. The Initial Selection is the first stage of the procurement process, and is designed to identify Initially Selected Applicants. The REA is looking for a combination of proven design, construction and operation experience with adequate financial resources. Applicants will be screened on a pass or fail basis. To qualify, Applicants must show (with verifiable documentary evidence) how they meet each and all qualification criteria set out in Section III – Qualification Criteria and Requirements. Applicants must submit completed applications in accordance with the requirements of this Initial Selection Document by the deadline stipulated herein.

Applicants are encouraged to partner with local companies. At the RFP stage, there will be a careful consideration for efficient solutions that reduce costs to customers, notably through the use of local resources, in compliance with World Bank procurement processes.

Applicant may propose to bid for more than one lot but may not be awarded contracts for more than two (2) lots.

Timeline of Request for Qualifications

The following tentative timelines are provided for planning purposes, but is subject to change at the REA’s discretion:

REA issues Initial Selection Document	9 th October, 2020
Deadline for requests for clarifications	9 th November, 2020
Deadline for submission of Applications	25 th November, 2020

Overview of Request for Proposals Process

The RFP will be launched at a later date, after the evaluation of the Applications received from the Initial Selection process and approval of the World Bank to the evaluation report. The REA may cancel the qualification process at any time and is neither bound to accept any Application nor to invite the Initially Selected Applicants to bid for the Contract.

Only those Applicants that respond to the Initial Selection process and meet the qualification criteria outlined in Section III – Qualification Criteria and Requirements will be invited to participate in the final solicitation process, the Request for Proposals (RFP).

The Proposers that will respond to the RFP will be evaluated on the basis of quality (technical proposal) and price (financial proposal). At the RFP stage, a bid security may be required to ensure that a Proposer is ready to negotiate in good faith based on their proposal. Proposers are encouraged to partner with local companies.

2. Implementation Period

The implementation period for this service contract is as follows:

S/N	Description	Estimated Duration (Months)
1	University of Abuja	12
2	Micheal Okpara University of Agriculture Umudike	16
3	University of Calabar & Teaching Hospital	16
4	University of Maiduguri & Teaching Hospital	24
5	Federal University of Agriculture Abeokuta	12
6	Federal University Gashua	12
7	Nigeria Defence Academy Kaduna	12

3. Site and Other Data

SITE INFORMATION

The Captive Independent Power Plants are to be located in the seven proposed locations are indicated above.

Some levelling may be required dependent on the ground array structure selected. Any levelling works are the responsibility of the contractor.

The contractor shall carry out own topographic survey, investigation, Test Piling, etc, to ascertain the actual ground condition around the site in order to confirm the foundation design requirement for the entire plant. Additionally, the contractor shall undertake own geo-technical investigation and geo-physical survey as prerequisite for earthing design, foundation designs, etc.

PARAMETER	FUNNAB	FUGA	MOUA	NDA	UNI ABUJA	UNI Cal	UNI Maid
Latitude	7.236906 N	12.881556 N	5.486008 N	10.607000 N	8.984335 N	4.939889 N	11.794333 N
Longitude	3.442456 E	11.017222 E	7.552394 E	7.379611 E	7.182105 E	8.346564 E	13.203194 E
Elevation (m)	121	342	73	598	282	121	320
Av. temp [°C]	27	27	27	25	26	27	30

S/N	PARAMETER	FUNAAB	FUGA	MOUA	NDA	UNIABUJA	UNICAL	UNIMAID
1	Measured Peak Demand [KW]	1,002	200	1,154	821	582	1,438	4,549
2	Unconnected Loads [KW]	53	336	274			880	405
3	Planned Expansion [KW] (5-year forecast)	1,250	1,382	1,065	1,000	1,143	1,612	4,048
4	Adjusted Peak Demand [KW] (5-year forecast)	2,305	1,918	2,493	1,821	1,725	3,930	9,002
5	Preliminary Plant Size [KW]	3,000	2,500	3,000	2,500	2,500	5,000	10,000
6	Optimized Plant Sizes [kW]	3,000	2,500	5,000	3,500	2,500	5,500	14,000
7	REA Proposed Plant Size [KW]	3,000	2,500	2,500	3,000	3,000	8,000	12,000

3. Environmental and Social (ES) Requirement

The Energizing Education Programme (EEP) will support Engineering, Procurement and Construction of off grid captive power plants for 37 Federal Universities and 7 University teaching hospitals, across the six (6) geopolitical zones. The programme will also rehabilitate, strengthen and extend the existing distribution networks within the Institutions, provide street lights, develop and operate training centers to train and certify students in courses related to renewable energy.

The completion of these investment activities will help improve the reliability on power supply and ensure safety for students, staff and visitors of the institutions;

Based on the ES assessment, the key Environmental and Social (E&S) risks associated with the above activities include; Loss of Livelihood, Sexual Exploitation and Abuse (SEA) and Sexual Harassment (SH) risks and impacts, managing labor and working conditions, protection of the environment, security of the site, community health and safety, management of safety of hazardous materials, resource efficiency and pollution prevention and management, biodiversity conservation and sustainable management of living natural resources.

The key impacts due to the implementation of the proposed interventions are associated mainly to land acquisition, labour and working conditions, occupational health and safety, Waste management. The applicable safeguard Instruments for addressing these impacts are the Environmental and Social Impact Assessment (ESIA), Environmental and Social Management Plan (ESMP) and Resettlement Action Plan (RAP)/ Livelihood Restoration Plan (LRP). The NEP has therefore prepared and disclosed an ESIA/ESMPs and a Resettlement action Plan RAP/Livelihood Restoration Plan (LRP) for the sub projects, which are included as part of the agreements for the EEP in compliance with the Environmental regulations of the Federal ministry of Environment and the Safeguard Policies of the World Bank on Environmental Assessment **(OP/BP 4.01 – Environmental Assessment) and OP/BP 4.12- Involuntary Resettlement.**

The Environmental, and Social Unit (E&S) of the PMU is responsible for ensuring that Contractors working under the NEP comply strictly with the recommendations of the ESIA/ESMP/RAP/ LRP. The E&S unit had earlier prepared and disclosed an Environmental and Social Management Framework (ESMF) and Resettlement Policy Framework (RPF) for the project. The ESMF includes a detailed requirements applicable to this project and the process of due diligence that are needed to ensure compliance.

The Environmental and Social Management Framework (ESMF) is available on REA’s website at: <http://rea.gov.ng/nepresource/>

A. Environmental, Social, Health and Safety (ESHS) Requirement

Contractors shall integrate the ESMP into their operations and submit an Environmental and Social Management System (ESMS) stating the applicant’s policy and commitment in the management of environmental and Social risks including but not limited to: Sexual Exploitation and Abuse (SEA) and Sexual Harassment (SH) risks and impacts, managing labor and working conditions, protection of the environment, security of the site, community health and safety, management of safety of hazardous materials, resource efficiency and pollution prevention and management, biodiversity conservation and sustainable management of living natural resources.

The table below shows the identified potential impacts associated with the project and the proposed mitigations required to either eliminate such impacts or reduce them to the barest minimum:

Risks	Key Principle/Mitigation Standard	Expectations/ Necessary Measures
General Issues:		
Water supply affecting ecology or neighboring community water supply.	Camp to provide its own water supply that does not affect village water supply.	Any water supply sources should be located so that it does not adversely affect the villages supply. The intake of water from streams for water supplies should leave residual flows in the watercourses. Storage tanks should be used to buffer water supplies.
Wastewater discharges affecting water quality	Wastewater to be treated prior to discharge.	Sewerage disposal methods should be designed to the standards outlined by the government
Solid waste polluting the environment and causing health hazards	No waste to be burnt or buried on site.	All solid wastes shall be removed from site and disposed of at a landfill.
Affected community health & safety	Avoid adverse impacts from both routine and non-routine circumstances	Evaluate the risks and impacts during project life-cycle; establish preventive and control measures; prepare emergency preparedness and response.
Labor Issues:		
Fairness of employment	Promote the fair treatment, non-discrimination, and equal opportunity	It will not make employment decisions on the basis of personal characteristics unrelated to inherent job requirements. The same employment treatment and career opportunities will be offered to both male and female employees non-discriminatingly.
Terms of employment	Establish, maintain, and improve the worker-management relationship	Adopt proper HR policies and procedures; provide workers with documented information that is clear and understandable, regarding their rights under national law. Provide and inform workers of an internal grievance process for workplace concerns.
Force labor and/or child labor	Not employ forced labor or child labor.	All work of persons under the age of 18 will be subject to an appropriate risk assessment and regular monitoring on health, working conditions and hours.
Employment of migrant vs. local labor	Compliance & fair treatment	Comply with national and local migrant worker regulation; employ only legal migrant workers; fair

Risks	Key Principle/Mitigation Standard	Expectations/ Necessary Measures
		treatment to all workers.
Management of migrant labor	Ensure safety and fair treatment	Prevent labor camps, provide decent workers accommodation, and prepare measures to gender-based violence /sexual exploitation and HIV/AIDS issues
Occupational health & safety	Promote safe and health working conditions, and the health of workers	Provide a safe and healthy work environment, consider inherent risks, hazards, and specific threats to women. Take steps to prevent accidents, injury, and disease arising from, associated with, or occurring in the course of work.
General Construction Issues:		
Noise of machinery associated with construction activities	Noise shall not unreasonably intrude on traditional village life.	Keep a current list of all noise producing machinery and noisy activities; Operate machinery only during designated hours in agreement with local communities; Adopt a grievance mechanism that will enable capturing and addressing issues upfront Work to be carried out in daylight, in typical working hours. Concrete batching plants and other noisy equipment to be located as far as practical from settlements
Dust generation from construction activities	Dust shall not cause a hazard or nuisance to village life.	Dusty operations to occur only during designated hours. Adopt a grievance mechanism. Concrete batching plants and other dusty equipment to be located as far as practical from settlements.
Vibration disturbance from construction activities	Vibration shall not unreasonably intrude on traditional village life.	Keeps a list of all vibration producing machinery and activities causing vibration This machinery operation to occur only during designated hours (to be confirmed by contractor in agreement with villages). Use of complaints register and procedures to address issues as they arise.
Increased utilization of roads by traffic associated with construction activities	There should be no significant increased risk to local populations from traffic associated with the development.	Road upgrades, including signage, speed humps, re-grading. Training of locals regarding the hazards of traffic. Training of vehicle drivers regarding the driving risks through villages and along remote roads. Use of complaints register and procedures to address issues as they arise.
Pollution risk activities occurring on site	Develop appropriate storage, transport and use practices for storage and handling of mixed classes of dangerous goods in packages and intermediate bulk containers. There shall be no solid or liquid waste disposal directly or indirectly to any water course (whether	Keeps a current list of all potentially contaminating materials used on site. Develop and implement appropriate storage, transport and use practices to recognized standards. Solid waste disposal shall be taken off site.

Risks	Key Principle/Mitigation Standard	Expectations/ Necessary Measures
	flowing or not).	
Excavation and Blasting:		
Noise disturbance of local populations	Noise shall not unreasonably intrude on traditional village life.	Keep lists of all noise producing equipment. This machinery operation to occur only during designated hours (to be confirmed by contractor in agreement with villages). Blasting to occur at the same time each day, and / or a warning siren should sound prior to blasting.
Vibration disturbance of local populations	Vibration shall not unreasonably intrude on traditional village life.	Keep current lists of all vibration producing machinery. This machinery operation to occur only during designated hours (to be confirmed by contractor in agreement with villages). Blasting to occur at the same time each day, and / or a warning siren should sound prior to blasting.
Material Stockpiling:		
Runoff of suspended sediments from stockpiles	Stockpiling activities should not give rise to storm water containing elevated suspended solids. Provide treatment to achieve 75% reduction in suspended solids.	No direct discharge of sediment laden water without treatment. Stockpiles should be compacted as much as practical and not be exposed for extended periods. Storm water should be diverted around stockpiles.
Dust generation from stockpiles	Dust shall not cause a hazard or nuisance to village life.	Stockpiles should be compacted and not exposed for extended periods. Stockpiles should be reused as soon as practicable.
Soil / Overburden Removal and Placement:		
Generation of suspended solids from bare ground and runoff into watercourses	Development activities should not give rise to storm water containing elevated suspended solids. Provide treatment to achieve 75% reduction in suspended solids.	No direct discharge of sediment laden water without treatment. Earthworks and land clearance should be minimized and phased. Any discharges to watercourses should occur during high flow and / or discharged as close to the outfall as possible to maximize mixing. Stockpiling should occur at least 10m from a water course. Re-vegetation of exposed areas as soon as practicable. Timing of works around the drier seasons where possible. Provision of storm water cut off drains wherever possible.
Introduction of invasive species	Fill material should not contain invasive species.	The use of imported fill shall be minimized. Machinery should be cleaned prior to working on site to reduce the opportunity of the spread of weed seeds.
Disturbance of natural habitats for spoil / alluvial material.	Soils should be reused where possible in the development – to reduce the need for spoil sites and	Stockpile and reuse soils before excavating new soils / alluvium.

Risks	Key Principle/Mitigation Standard	Expectations/ Necessary Measures
	the need to import fill.	
Efficiency of control measures over time	Control measures should continue to work appropriately throughout the construction period.	Earthworks control measures should be inspected and maintained in efficient operating condition over the construction period.
Community nuisances.	Noise and dust shall not unreasonably intrude on traditional village life.	Concrete batching plants and other noisy / dusty equipment to be located as far as practical from villages.
Works in and near Rivers:		
Sediment discharges arising from working in and near the river. For blasting in or near the river, refer to the blasting issues, above.	Work in the wetted area of the riverbed should be minimized, and only in relation to the construction of the power house, weir and intake structure or to insert culverts for stream crossings.	Stabilize works at the end of each working day and prior to storm events. Do the work during low flow periods. Works shall be minimized. Diversion of the river around the work area where possible.
Community impacts:		
Key Considerations for a Communication Strategy to avoid deterioration of current quality of life and traditional livelihoods	Communication channels are established between the beneficiary university, Construction Supervisors, to facilitate information flow and easier process for lodging complaints	Contractors will have an Environmental Specialist, OHS Specialist, and Social Specialist on site to ensure conformance with environmental health and safety guidelines and to respond to complaints A Health Program - as well as measures for prevention of gender-based violence, sexual exploitation, and HIV/AIDS - to be included in the Contractor’s Construction and Workers Camp Management Plan. This will be made available to the beneficiary institutions. Education and orientation of outside workers to local culture and social norms before the start of work. Camps to be self-sufficient in resources and services. (refer to the workers camp table below) Villagers shall be adequately informed of all potential hazards to health and safety with regards to increased traffic, blasting, machinery operation
Labor influx and gender-based violence, sexual exploitation	Specific measures in place for migrant workers	Sensitization campaigns for workers and communities, with special emphasis on vulnerable groups (such of women) Code of conduct and training for workers and managers on the construction sites Locations of labor camps away from sensitive receptors in communities (e.g. schools)
Traffic causing safety risks to road users	Construction traffic will be managed to minimize the impact on existing road users.	Signage to be used to identify current risks to road users. Construction Supervision consultancy and Contractors to discuss major traffic issues with village representatives prior to the event to discuss course of action.

Risks	Key Principle/Mitigation Standard	Expectations/ Necessary Measures
		Heavy traffic to avoid the hours when school children walk to and from school.
Sediment affecting river water uses.	Sediment discharges to the river shall be minimized.	Refer to the sections above discussing erosion and sediment control.

E&S Workflow for Component 3: Power Systems for Public Universities and Teaching Hospitals

(Green: REA; Purple: Contractor)



