



## **PREQUALIFICATION DOCUMENT**

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# **Request for Qualifications: Saba Renewable Energy Phase 3 Project - Solar PV with Battery Energy Storage System Engineering, Procurement and Construction for Saba Electric Company**

**Issue Date: October 25<sup>th</sup>, 2024**  
**Submission Deadline: November 24<sup>th</sup>, 2024**



## **IMPORTANT NOTICE AND DISCLAIMER**

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2. This document has been produced from information relating to dates and periods referred to in this document. This document does not imply that any information is not subject to change.
3. This Request for Qualifications (RFQ) does not guarantee the issuance of a future Request for Proposal (RFP). The scope of work as outlined in this RFQ is subject to change and may be modified prior to the issuance of any RFP.



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## LIST OF ABBREVIATIONS

<b>Abbreviation</b>	<b>Meaning</b>
EPC	Engineering, Procurement and Construction
SEC	Saba Electric Company
GWh	Gigawatts Hours
MW	Megawatts
MWh	Megawatts Hours
KW	Kilowatts
PES	Public Entity Saba
Kingdom	Kingdom of the Netherlands
JV	Joint Venture
OLS	Public Entity Saba
EU	European Union
O&M	Operations and Maintenance
PV	Photovoltaic
RE	Renewable Energy
RFP	Request for Proposal
RFQ	Request for Qualifications
RMI	Rocky Mountain Institute
BESS	Battery Energy Storage System

## I. INTRODUCTION

Saba Electric Company N.V. (SEC) is issuing this Request for Qualifications for interested parties to provide information to qualify for an upcoming tender for Engineering, Procurement, and Construction services for a utility-scale ground-mounted solar PV plant with battery energy storage system (BESS) project at Giles Quarters, Saba. The approximate plant capacities are 2MW solar and 7.2MWh BESS.

The proposed Phase 3 solar PV with BESS renewable energy plant will be located on a 34,530 square meter site at Giles Quarter. It will be interconnected to the Saba grid either by extending existing Feeder #3 by 1km or by a new 2-3km 12kV feeder from the SEC Power Station (Feeder #4).

The project is intended to:

- Increase renewable energy penetration by installing a ground-mounted 2 MW solar PV array with a 7.2 MWh battery energy storage system at Giles Quarters. This is expected to increase renewable energy on the Saba electricity grid, and immediately impacting SEC customers' energy costs.
- Contribute to the Kingdom of the Netherlands (Kingdom), the Public Entity Saba (PES), and SEC's climate change mitigation strategies as set out in their Energy Sector Strategy 2020-2025, the island (PES & SEC) has ambitious goals of reaching 60% penetration by 2025 from the current 40% penetration.
- Seamlessly integrate the RE and existing technologies to improve the quality and reliability of electricity services to the local customer base while maximizing the efficiencies of the joint systems.
- Increase resilience in the face of more frequent and severe weather events, as the microgrid will be able to decouple from the grid, thus providing electricity to the new Black Rock Harbor Port facility in times of disruption to the grid supply.

***Through this RFQ process, your company is invited to submit information for qualification assessment to participate in the upcoming Request for Proposal (RFP) round.***

<b>Milestone Description</b>	<b>Date</b>
Request for Qualifications Issuance	25 October, 2024
Deadline for submittal of "Questions" for Questions & Answers (Q&A).	23:59 hrs. 19 November, 2024
Proposal Submission Deadline [ <b>Electronic submission as per Section II – Instructions to Applicants</b> ]	<b>23:59 hrs. 24 November, 2024</b>
Notification of Applicants as Shortlisted or Not Shortlisted	09 December, 2024
Request for Proposal Issuance	31 December, 2024

Table 1 - Proposed RFQ Schedule with Milestone Descriptions

## **II. INSTRUCTIONS TO APPLICANTS**

During this Qualification Phase, applicants can qualify as participants in this selection phase. For this purpose, SEC will evaluate applicants who have submitted a request to qualify on the basis of the grounds for eligibility and the shortlisting criteria as described in this RFQ.

The applicant must fulfill the requirements set forth in this RFQ and completely fill out the forms. Incompletely filled out forms may lead to exclusion from (further) participation in the tender procedure.

Six to eight applicants will be invited to participate in the RFP.

Parties that do not qualify for participation in the RFP through this qualification procedure will not be allowed to participate in the RFP.

**Project Name:** Saba RE Phase 3 Project

**Date of Issue:** October 25, 2024

**Tasks and Objectives:** SEC (the Employer), in collaboration with Public Entity Saba (OLS), through its Renewable Energy Client Engineering Consults RMI, and funded by Kingdom and EU, is publishing this Prequalification Document (PD) to solicit prospective applicants for the proposed Saba RE Phase 3 Project.

**Application Process:** To develop a list of qualified firms, the Employer requests that applicants complete the relevant Application Forms in Section V in accordance with the Prequalification Criteria and Requirements detailed in Section IV. Specific relevant experience and qualifications related to solar PV, battery storage, microgrid projects, and EPC services should be included.

Completed Application Forms shall be submitted electronically by **23:59 PM Saba local time on November 24, 2024**. All submissions received after the deadline will be rejected.

To direct and coordinate this tender process, the Employer has appointed as Administrators (“administrators”) the following persons:

**Mr. Owen Lewis**  
**Operational Manager – Islands**  
**Energy Program Rocky Mountain**  
**Institute (RMI)**  
**Email: [olewis.contractor@rmi.org](mailto:olewis.contractor@rmi.org)**

*Please Note that Mr. Lewis is this project's main/primary “Point of Contact.”*

and

**Mr. Fidel Neverson**  
**Technical Manager – Islands Energy**  
**Program Rocky Mountain Institute**  
**(RMI)**  
**Email: [fneverson.contractor@rmi.org](mailto:fneverson.contractor@rmi.org)**

and

**Ms. Francine Zagers**  
**Regulatory Policy Advisor**  
**Saba Electric Company (SEC)**  
**Email: [renew.energy@sabaelecnv.com](mailto:renew.energy@sabaelecnv.com)**

Submissions should be sent to the administrators via email addresses above, with the subject line: **“Saba RE Phase 3 Project RFQ Submission”**.

The Employer, through a tender administrator, will formally notify all applicants of their outcome status (qualified or not qualified) to conclude the RFQ application process.

The Applicant shall bear all costs associated with preparing and submitting its application. The Employer will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification process.

A firm may apply for prequalification both individually and as part of a joint venture. If prequalified, it will not be permitted to bid for the same contract as an individual firm and as a part of the joint venture. Bids submitted in violation of this procedure will be rejected. In the case of a joint venture, all partners shall be jointly and severally

liable for the execution of the entire Contract in accordance with the Contract terms. The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all of the partners of the JV during the prequalification process, bidding (in the event the JV submits a Bid), and contract execution (in the event the JV is awarded the Contract).

The Employer may reject any application that is not responsive to the requirements of the prequalification document. If the information furnished by the Applicant is incomplete or otherwise requires clarification, and the Applicant fails to provide satisfactory clarification and/or missing information within the allotted time, the Applicant may be disqualified.

The evaluation of applications shall be conducted only according to the criteria in Section IV.

From the deadline for submission of Applications to the time of notification of the prequalification results, any Applicant who wishes to contact the Employer on any matter related to the prequalification process may do so but only in writing via the tender administrators at the email addresses stated above.

To assist in the evaluation of Applications, the Employer may, at its discretion, ask any Applicant for a clarification of its application, which shall be submitted within a stated reasonable period of time. Any request for clarification and all clarifications from the Applicant shall be in writing. If an Applicant does not provide clarifications of the information requested 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.

**Requests for Clarification:** Applicants seeking clarification on matters related to this prequalification should email their questions to the tender administrators at the email addresses stated above and include "**Saba RE Phase 3 Project RFQ Q&A**". in the subject line.

The deadline for submission of clarifications is 11:59 PM Saba local time on November 19, 2024. The Employer will respond in writing to any request for clarification provided that such request is received prior to the aforementioned deadline for requests for clarifications. The Employer shall respond to any clarifications received, including a description of the inquiry, to all registered applicants without identifying its source. Should the Employer deem it necessary to amend the prequalification document as a result of a clarification, it shall do so by issuing an addendum. To ensure that all potential applicants receive addenda, applicants must register for this RFQ by emailing the tender administrators requesting the prequalification forms. All addenda will also be published on the SEC and RMI websites where the RFQ was published. To give prospective 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. As such, prospective Applicants are required to refer to the Employer's and RMI's websites periodically over the course of



the prequalification process. The website addresses are as follows: (<https://www.powerupsaba.com/> & <https://www.re.powerupsaba.com/> & <https://rmi.org/our-work/islands-energy-program/islands-open-projects/> ).

**Eligibility:** An Applicant may be a firm that is a private entity, subject to the requirements outlined in this section, or any combination of them in the form of a Joint Venture (JV) with the formal intent, as evidenced by a letter of intent, to enter into an agreement. In the case of a joint venture, all partners shall be jointly and severally liable for the execution of the entire Contract in accordance with the Contract terms. The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all of the partners of the JV during the prequalification process, bidding (in the event the JV submits a Bid) and during contract execution (in the event the JV is awarded the Contract). The maximum number of accepted partners in a JV will be limited to three (3).

The eligibility of the bidder shall be based on responding to this RFQ per the following rules. A corporation/company/firm/supplier is eligible if it satisfies the following criteria:

- (a) An applicant must respond to this RFQ to be eligible to be considered for shortlisting of the RFP.
- (b) The applicant and, in the case of any Joint Venture, the individual members composing such Joint Venture must be a business organization duly organized, existing, registered, and in good standing under the laws of its country of domicile.
- (c) Applications may be submitted by local or foreign Applicants from any country eligible for public tenders under the laws of Saba. Evidence of the legal status of its business organization must be provided.
- (d) No Joint Venture applicant may include a member who is an affiliate of another Applicant or a member of another Joint Venture Applicant. Any introduction of, or changes to, any of the joint venture or consortium members by a Joint Venture Applicant after submission of its application must be approved by the Employer.
- (e) The Employer may review the references provided by the applicants as part of the evaluation process. Fraudulent statements of references may lead to disqualification of the Bidder.

**Prohibited Practices and Other Integrity-Related Matters:** The Employer requires applicants to observe the highest ethical standard during the application preparation process. No applicant shall, directly or through any employee, servant, agent, or affiliate, engage in any Prohibited Acts in connection with the preparation or submission of its application.

For this RFQ process, the definition of "Prohibited Practices" is as follows:

- (i) **“corrupt practice”** is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the action of another party;
- (ii) **“fraudulent practice”** is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a 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 influencing 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; and
- (v) **“obstructive practice”** is: deliberately destroying, falsifying, altering, or concealing of evidence related to an investigation or making false statements or false allegation to employer in order to impede an employer investigation into allegations of an integrity violation particularly Prohibited Practices; and/or threatening, harassing, or intimidating any party to delay or prevent it from sharing evidence or disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation;

For the purposes of this RFQ, the term “Prohibited Acts” shall have the following meaning:

Offering, giving or agreeing to offer or give to, or accepting or agreeing to accept from, any person employed by or on behalf of the employer or employer’s representative, an affiliate of the employer, any public body or governmental authority any bribe, gift, gratuity or commission or consideration of any kind as an inducement or reward:

- I. for doing or forbearing to do any act in relation to this RFQ, relating to the Works or the Project; or
- II. for showing or not forbearing to show favor or disfavor to any person in relation to this RFQ, with the employer or employer’s representative, an affiliate of the employer, any public body or governmental authority relating to the Works or the Project;
- III. for submitting an application to the employer or employer’s representative, an affiliate of the employer or any public body or governmental authority in connection with which a commission has been paid or has been agreed to be paid by the applicant or by any person on the applicant’s behalf or otherwise to the applicant’s knowledge, unless the employer or the employer’s representative, a relevant affiliate of the employer and any relevant public body or governmental authority are notified by the applicant of the existence of and particulars of any such commission;

IV. for committing any offence:

- (i) under applicable Laws in respect of fraudulent acts; or
- (ii) at common law in respect of fraudulent acts,

in relation to any action pursuant to this RFQ, with the employer, the employer's representative, any affiliate of the employer, public body or governmental authority relating to the Works or the Project;

V. for defrauding or attempting to defraud or conspiring to defraud the employer, the employer's representative, an affiliate of the employer, any public body or governmental authority;

In the event that the employer's representative determines that an applicant has at any time prior to or following the RFQ submission date, committed any Prohibited Act in relation to the RFQ procurement process, either directly or through any employee, servant, agent, or affiliate, the employer's representatives may at its sole discretion reject the applicant's application and disqualify the applicant from any further involvement in the RFQ process. For the avoidance of doubt any Prohibited Act committed by any person with the prior knowledge or approval of the applicant (through the applicant's directors and/or officers or otherwise) shall be deemed to have been committed by the applicant itself.

### **III. PROJECT INFORMATION**

The island of Saba is located in the Lesser Antilles chain of the Caribbean and is a public entity within the Kingdom of the Netherlands.

Saba is a small island even in the Caribbean context, with an area of just approximately 5 square miles and a population of just over 2,000, but it has still become a leader in the regional renewable energy space, having achieved a renewable energy penetration of around 40%. As set out in their Energy Sector Strategy 2020-2025, the island has ambitious goals of reaching 60% penetration by 2025. This will no doubt involve the electricity sector. Saba Electric Company N.V. (SEC) is the utility company appointed distributor with a production license and, as such, is responsible for the generation, transmission, and distribution of electricity. In collaboration with the Public Entity Saba (OLS), SEC seeks to increase its RE fraction as part of its overall sustainable energy strategy to generate 100% renewable energy electricity. SEC's existing operational facilities consist of 5 diesel gensets that provide a total of 4.9 MW of capacity to the grid and 2.1 MWp of installed solar PV capacity plus 2.3 MWh of battery storage from the Saba RE Project Phases 1 & 2. Together, these resources are more than enough to meet the 2023 annual energy demand of approximately 9.8 GWh. This demand, however, is projected to increase to approximately 10 GWh due to planned construction and

development activities. Phase 3 of the Saba RE Project (2MW solar PV with 7.2MWh BESS) aims to increase the share of RE in the electricity mix to at least 60%, thereby accomplishing the goal set in its Strategy and providing cleaner, more affordable energy to its residents.

RMI has been engaged as Renewable Energy Client Engineering Consults to support SEC in developing and implementing Phase 3 of the Saba RE Project.

This RFQ aims to prequalify qualified bidders to bid on and deliver the Saba RE Phase 3 project. Only these prequalified bidders will then receive the RFP document package, which will contain further project information that they can use to develop their proposals. SEC and OLS will provide the site for installing the proposed solar PV array and BESS. In addition, SEC will share via the RFP the results of a number of project-specific de-risking activities, including the following: site surveys (boundary & topographical), geotechnical and hydrology investigations, an environmental and social impact assessment, site plan, glint & glare study, etc.

The Saba RE Project Phase 3 evaluation committee will evaluate this RFQ and the impending RFP. The RFQ will result in a list of shortlisted bidders, and a contractor will be selected and contracted under an EPC arrangement from the RFP process.

The EPC contractor would be required to undertake detailed engineering, supply all required materials and equipment, install the solar PV, battery storage, power management systems, and connect and integrate the systems into the SEC grid. There's an option for the Contractor to operate and maintain the solar PV and storage systems for a period of at least two (2) years following commissioning. Knowledge transfer in the form of SEC staff training in the specifics of managing the new microgrid is mandated.

The materials provided will be shared with the Saba RE Phase 3 project's evaluation committee to assess qualifications to bid on the upcoming Saba RE Phase 3 Project. On completion and approval of the RFQ evaluation exercise, each respondent will be notified whether or not they qualify to advance to the RFP stage.

Companies that wish to be pre-qualified as EPC candidates must:

- I. Register by emailing the administrators with the Subject "**Saba Re Phase 3 EPC RFQ Application Forms**" to request the prequalification forms (Word files).
- II. Complete and submit the applicable forms in Section V with supporting documentation as this RFQ mandates as part of the application by the submission deadline outlined in Section I.

**NB: For this RFQ process, SEC requires potential bidders to share their experience in EPC services for projects involving constructing and integrating utility-scale solar PV and battery storage systems into power systems with existing fossil fuel-based generation.**

## **IV. PRE-QUALIFICATION SELECTION CRITERIA and REQUIREMENTS**

No applicant shall make unsolicited contact with the SEC/RMI team between the date of submission of bids and notification of successful (shortlisted) or unsuccessful applicants. The SEC/RMI team will be responsible for contacting the applicant(s) in writing should any clarifications on an application be required. This ensures a transparent and fair evaluation process and instills confidence in its fairness and transparency.

This Section contains all the methods, criteria, and requirements the SEC (the Employer) shall use to evaluate Applications. Applicants must meet the criteria detailed in the following table to qualify to advance to the Request for Proposal (RFP) stage. The information to be provided in relation to each requirement and the definitions of the corresponding terms are included in the respective Application Forms.

### **Bid selection process**

The evaluation, review, and approval of the evaluation report will be the responsibilities of a Saba Electric Company (SEC) and RMI team as follows:

1. Evaluation of applications → SEC & RMI 3-person team.
2. Drafting of Evaluation Report → SEC & RMI 3-person team
3. Review and approval of Evaluation Report → SEC & RMI 3-person Team

Standstill provisions shall NOT apply. Upon conclusion of the RFQ evaluation process, all Applicants will be notified of this procurement outcome as "Shortlisted/Qualified" or "Not Shortlisted/Not Qualified."

### **a) Administrative Compliance of Applications [Responsive / Non-Responsive] / [Pass/Fail]**

#### **Table 1 – Qualification Criteria and Requirements**

All applications will be reviewed to determine whether they are responsive or non-responsive to the requirements of this RFQ, i.e., "Administrative compliance." The following factors will be considered when evaluating the administrative compliance of bids:

1. Have the applications been delivered as per the Submission of Bid Instructions? Yes/No
2. Have the applications been delivered by the submission deadline? Yes/No
3. Do the applications contain the RFQ Submission Requirements as per

Section IV Qualification Criteria and Requirements of the RFQ document?  
Yes/No

<b>TABLE 1</b>							
<b>Eligibility and Qualification Criteria</b>			<b>Compliance Requirements</b>				<b>Documentation</b>
<b>No.</b>	<b>Subject</b>	<b>Requirement</b>	<b>Single Entity</b>	<b>Joint Venture</b>			<b>Submission Requirements</b>
				<b>All Parties Combined</b>	<b>Each Partner</b>	<b>One Partner</b>	
<b>1. Eligibility</b>							
1.1	<b>Nationality</b>	Nationality from an eligible country <sup>1</sup>	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Forms ELI – 1.1 and 1.2, with attachments
1.2	<b>Conflict of Interest</b>	No conflicts of interest <sup>1</sup>	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Application Submission Form

***NB: Only applications that are substantially responsive to the qualification criteria and requirements in Table 1 are to be assessed against Table 2, Rated Criteria and Requirements.***

<sup>1</sup> An Applicant or joint venture partners shall have the nationality of an eligible country as detailed in Section II.

<b>Eligibility and Qualification Criteria</b>			<b>Compliance Requirements</b>				<b>Documentation</b>
<b>No.</b>	<b>Subject</b>	<b>Requirement</b>	<b>Single Entity</b>	<b>Joint Venture</b>			<b>Submission Requirements</b>
				<b>All Parties Combined</b>	<b>Each Partner</b>	<b>One Partner</b>	
<b>2. Historical Contract Non-Performance</b>							

<sup>1</sup> 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 prequalification documents or design or technical specifications, or have been hired or are proposed to be hired by the Employer or Recipient as Engineer for the preparation of tender documents and/or designs and technical specifications or contract implementation of the Works that are the subject of this prequalification. In addition, Applicants may be considered to have a conflict of interest if they have a close business or family relationship with professional staff of the Recipient (or with the project implementing agency, or any other party representing or acting on behalf of the Recipient) who: (i) are directly or indirectly involved in the preparation of the prequalification Document or Bidding Document or specifications of the Contract, and/or the Bid 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 employer throughout the prequalification, tender process and execution of the Contract.

2.1	<b>History of Non-Performing Contracts</b>	Non-performance of a contract <sup>2</sup> did not occur as a result of contractor's default within five (5) years prior to the deadline for application submission	Must meet requirement	Must meet requirements	Must meet requirement by itself <sup>3</sup>	N/A	Form CON-2
2.2	<b>Suspension Based on Execution of Bid Securing Declaration by the Employer</b>	Not being under execution of a Bid Securing Declaration <sup>4</sup>	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Application Submission Form
2.3	<b>Pending Litigation</b>	Applicant's financial position and prospective long-term profitability still sound according to criteria established in 3.1 below and assuming that all	Must meet requirement	N/A	Must meet requirement	N/A	Form CON - 2

Eligibility and Qualification Criteria		Compliance Requirements			Documentation		
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements
				All Parties Combined	Each Partner	One Partner	
		pending litigation will be resolved against the Applicant					

<sup>2</sup> 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.

<sup>3</sup> This requirement also applies to contracts executed by the Applicant as JV member.

<sup>4</sup> An Applicant shall not be under suspension from bidding by the Employer as the result of the execution of a Bid-Securing Declaration.

2.4	<b>Litigation History</b>	No consistent history of court/arbitral award decisions against the Applicant <sup>5</sup> within five (5) years prior to the deadline for application submission	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form CON – 2
2.5	<b>Declaration: Environmental, Social, Health and Safety (ESHS) Past Performance</b>	<p>(a) Declare any contracts that have been suspended or terminated and/or performance security called by an employer for reasons related to the noncompliance of any environmental, social, health and safety (including Sexual Exploitation and Assault or gender-based violence) contractual obligations in<sup>6</sup> within five (5) years prior to the deadline for application submission.</p> <p>(b) Does your company have a written Environmental,</p>	Must make declaration: Where there are Specialized Sub-contractor/s, the Specialized Subcontractor/s must also make the declaration	N/A	Must make declaration: Where there are Specialized Subcontractor /s, the Specialized Subcontractor /s must also make the declaration	N/A	Form CON – 3

<sup>5</sup> 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.

<sup>6</sup> Information should be provided for the past three years. The Employer may use this information to seek further information or clarifications during the bidding stage and the associated due diligence.



		Health & Safety (EHS) Program?					
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Eligibility and Qualification Criteria			Compliance Requirements			Documentation	
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements
				All Parties Combined	Each Partner	One Partner	
<b>3. Financial Situation</b>							
3.1	<b>Financial Performance</b>	(i) Submission of audited financial statements or, if not required by the law of the Applicant's country, other financial statements acceptable to the Employer, for the last three (3) years to demonstrate the current soundness of the Applicant's financial position. As a minimum, the Applicant's net worth for the last year, calculated as the difference between total assets and total liabilities should be positive.		(i) Must meet requirement	(i) N/A	(i) N/A	Form FIN – 3.1 with attachments

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Eligibility and Qualification Criteria			Compliance Requirements			Documentation	
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements
				All Parties Combined	Each Partner	One Partner	
3.2	<b>Average Annual Turnover</b>	Minimum average annual turnover of USD5M, calculated as total certified payments received for contracts in progress or completed, within the last five (5) years.	Must meet requirement	Must meet requirement	Must meet 10%, ten per cent of the requirement	Must meet 25%, twenty-five per cent of the requirement	Form FIN – 3.2

Eligibility and Qualification Criteria			Compliance Requirements			Documentation	
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements
				All Parties Combined	Each Partner	One Partner	
<b>4. Experience</b>							
4.1	<b>General Experience</b>	Experience under contracts in the role of renewable energy contractor, subcontractor, or management contractor for at least the last five (5) years prior to the applications submission deadline, and with activity in at least six (6) months in each year.	Must meet requirement	N/A	Must meet requirement	N/A	Form EXP – 4.1

4.2 (a)	<b>Specific Experience</b>	(a) Participation as the contractor, management contractor, or subcontractor in at least four (4) contracts within the last ten (10) years that have been successfully and substantially completed and that are similar to the proposed utility-scale grid-interactive (with batteries) Design and Installation Services of Solar PV and BESS. The similarity shall be based on the estimated value of	Must meet requirement	Must meet requirement <sup>7</sup>	N/A	N/A	Form EXP 4.2(a)
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Eligibility and Qualification Criteria			Compliance Requirements			Documentation	
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements
				All Parties Combined	Each Partner	One Partner	
		the works, physical size, complexity, methods/technology or other characteristics as described in Section III.					

<sup>7</sup> In the case of JV, the value of contracts completed by its partners 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 partners each of value equal or more than the minimum value required shall be aggregated.

4.2 (b)		(b) For the above or other contracts executed during the period stipulated in 2.4.2(a) above, a minimum experience in the following key activities:  At least four (4) projects in turnkey Solar PV off-grid or grid-interactive renewable energy design and installations experience in the following key activities:  <ul style="list-style-type: none"> <li>• Solar PV BESS Plant design &amp; Construction</li> <li>• Micro-grids</li> <li>• EPC services and/or</li> <li>• IPP developer</li> </ul>	Must meet requirements	Must meet requirements	N/A	N/A	Form EXP – 4.2 (b)
4.2 (c)		For the contracts in 4.2 (a) above and/or any other	Must meet requirements	Must meet requirements	N/A	N/A	Form EXP – 4.2 (c)

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Eligibility and Qualification Criteria			Compliance Requirements			Documentation	
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No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements
				All Parties Combined	Each Partner	One Partner	
		contracts [substantially completed and under implementation] as prime contractor, joint venture member, or Subcontractor for at least the last five (5) years prior to the applications submission deadline, experience in managing ESHS risks and impacts.					

5. Key Experts							
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5.1	<b>Key Expert(s)</b>	(a) An individual professional whose skills, qualifications, knowledge, and experience are critical to the performance of	Must meet requirement	N/A	Must meet requirement	N/A	Form TECH – 5.1
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		<p>the Services under the Contract as the contractor, subcontractor, or specialized subcontractor and whose CV is considered in the technical evaluation of the Applicant's RFQ submission.</p> <p>(b) At a minimum, the following roles must be identified as Key Experts:</p> <ul style="list-style-type: none"> <li>• Designer (Solar PV)</li> <li>• Designer (BESS)</li> <li>• Project Manager</li> <li>• Site Supervisor</li> <li>• Procurement Professional</li> </ul>					
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**b) Rated Criteria**

A selection panel will evaluate and score the RFQ submissions using the following point scales:

<b>Rated Criteria</b>	<b>Points</b>
Environmental, Social, Health and Safety	5
Financial Qualifications	30
Applicant Company Solar PV + BESS Project Experience/References	40
Key Team Expert's Qualifications and Experience	10
Project Team Solar PV + BESS Project Experience	15
<b>Table 2 Rated Criteria</b>	<b>100</b>

The SEC/RMI Evaluation Team will evaluate the rated criteria using the following adjectival ratings below.

<b>Adjectival</b>	<b>Score:</b> Percentage of the maximum number of points rounded down	<b>Description</b>
Exceptional	100%	Greatly exceeds all minimum requirements of the criteria; has a high probability of success; contains no weakness or deficiencies.

Good	75%	Exceeds all the minimum requirements of the criteria; has an above average probability of success; contains no significant weakness and only minor, correctable weaknesses exist.
Acceptable	50%	Meets all the minimum requirements of the criteria; has an average probability of success; no significant weaknesses and any deficiencies can be readily corrected.
Marginal	25%	Fails to meet one or more of the minimum requirements of the criteria; low probability of success; major weaknesses and/or significant number of deficiencies exist.
Unacceptable	0%	Fails to meet any of the minimum requirements of the criteria; proposal needs major revisions; very low probability of success.

Table 3 – Rated Criteria Adjectival Ratings Criteria

### Scoring

The primary criteria for evaluation of the Applications will assess and document the Applicant’s response to this RFQ. The following factors will be considered when evaluating the Rated Criteria aspects of the bids:

<b>EVALUATION SCORING SUMMARY: SABA RE PHASE 3 PROJECT EPC RFQ</b>		
<b>Evaluation Factor</b>	<b>RFQ Item</b>	<b>Qualitative Assessment</b>
<b>Environmental, Social, Health and safety</b>	<b>Section IV, 2 Historical Contract Non-Performance - Sub-Factor 2.5</b>  No suspended or terminated contract and/or called for the performance security for a contract for reasons related to Environmental, Social, Health and Safety (ESHS) performance	2.5
	Does your company have a written Environmental, Health & Safety (EHS) Program? ____Yes ____No	2.5

<b>Financials</b>	<b>EPC Application Submission Form</b>	Has the company or any of its affiliated companies, officers, directors, or partners ever been declared insolvent, filed a petition in bankruptcy and/or had a receiver appointed? ___ YES ___ NO	2
	<b>Section IV, 3. Financial Situation - Sub-Factors 3.1 &amp; 3.2</b>	Attach copies of the last three (3) full years Financial Statements	6
		Annual revenue over threshold of >=US\$5M	10
		Cash On Hand (inclusive of line of credit) Over Threshold >=US\$500,000	12
<b>Applicant Company Solar PV + BESS Project Experience/References</b>	<b>Section IV, 4. Experience - Sub-Factor 4.1 (General Experience)</b>	List of contracts in the role of renewable energy contractor, subcontractor, or management contractor for at least the last five (5) years prior to the applications submission deadline, and with activity in at least six (6) months in each year.	8
	<b>Project 1 - Section IV, 4. Experience - Sub-Factor 4.2 (Specific Experience)</b>	Contract Amount [>US\$3M]	8
		Description of Work Performed (PV BESS Capacities; Roof, Ground or Carport PV; Battery Chemistry; AC or DC coupling); [Relevance - (Ground + Storage); Fix panels; System Range; Integration/management Control; Solar/Battery/Diesel Hybrid: Solar: 500 KW - 10 MW; Storage: >=1MWh]	
	<b>Project 2 - Section IV, 4. Experience - Sub-Factor 4.2 (Specific Experience)</b>	Contract Amount [>US\$3M]	8
		Description of Work Performed (PV BESS Capacities; Roof, Ground or Carport PV; Battery Chemistry; AC or DC coupling); [Relevance - (Ground + Storage); Fix panels; System Range; Integration/management Control; Solar/Battery/Diesel Hybrid: Solar: 500 KW - 10 MW; Storage: >=1MWh]	
	Contract Amount [>US\$3M]	8	

	<b>Project 3 - Section IV, 4. Experience - Sub-Factor 4.2 (Specific Experience)</b>	Description of Work Performed (PV BESS Capacities; Roof, Ground or Carport PV; Battery Chemistry; AC or DC coupling); [Relevance - (Ground + Storage); Fix panels; System Range; Integration/management Control; Solar/Battery/Diesel Hybrid: Solar: 500 KW - 10 MW; Storage: >=1MWh]	
	<b>Project 4 - Section IV, 4. Experience - Sub-Factor 4.2 (Specific Experience)</b>	Contract Amount [>US\$3M] Description of Work Performed (PV BESS Capacities; Roof, Ground or Carport PV; Battery Chemistry; AC or DC coupling); [Relevance - (Ground + Storage); Fix panels; System Range; Integration/management Control; Solar/Battery/Diesel Hybrid: Solar: 500 KW - 10 MW; Storage: >=1MWh]	8
<b>Key Team Expert's Qualifications and Experience</b>	<b>Key Experts</b>	1: Key Experts Qualifications (minimum solar PV designer, BESS designer, Project Manager, Site Supervisor)	4
		2: Key Expert 5 Years of experience in renewable energy projects (number and type of projects)	3
		3. Key Expert 4 Number of completed renewable energy projects.	3
<b>Project Team Solar PV + BESS Project Experience</b>	<b>Actual Project Team as per the Project Organizational Chart and the CVs</b>	Provide recent examples that your Engineering/Contractor Team performed for PV Solar/storage project work in the Caribbean.	8
		Provide recent examples of your engineering/contractor team completing PV solar/storage project work in the Caribbean.	7
			<b>100</b>

Evaluators would assess applications using the rating criteria and assign scores accordingly. Where appropriate, half marks would be given. The sum of the individual scores would determine the bidder's total score.

### Thresholds

An overall threshold of 75 points would initially be in effect. The goal is to invite six to eight bidders to proceed to the RFP stage. The



threshold of 75 points shall be adjusted to accommodate the RFP invitation goal.

## V. PREQUALIFICATION FORMS

Companies that wish to be pre-qualified as EPC RFP candidates must complete the Application Forms as part of the RFQ.

Editable Forms are available upon request. To register and have the editable forms sent to you via reply email, email the administrators\_ with the subject **“Saba Re Phase 3 EPC RFQ Application Forms.”**

The relevant qualifications of the proposed Specialized Subcontractors *will be* added to the Applicant's qualifications for evaluation.

## VI. FINAL NOTICES

The results of the qualification will be announced on December 9, 2024. Applicants will be provided with the scoring as determined by the selection panel and a short explanation on the characteristics and relative advantages of the scoring compared to the qualified applicants.

Applicants who are not invited for the Selection Phase will have the opportunity to start injunction proceedings within 20 calendar days after the announcement of the qualified applicants. These proceedings should be initiated at the Court of first instance on Saba. If the injunction proceedings are not initiated in time, the applicant is considered to have waived its right to contest the procedure or the results thereof.

This qualification procedure and the tender procedure are governed by the Laws of Saba. The Court of Saba is exclusively authorized to handle disputes that may arise.

