

**Invitation to Submit Expression of Interest for Solarization Of Humanitarian Nine (9) Hubs in eight (8) locations Bama, Banki, Damasak, Dikwa, Gwoza, Maiduguri (Red Roof), and Monguno Ngala across Borno State, Nigeria.**

REOI Reference: EOI- NG30-23-0851	Country: Nigeria	Date: 24 November 2023
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The International Organization for Migration (IOM) is an intergovernmental humanitarian organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society. The International Organization for Migration (IOM) invites interested and eligible vendors to submit Expressions of Interest (EOIs) in respect of provision of the requirements described below. The purpose of the REOI is to identify vendors that wish to participate in a forthcoming solicitation process.

Interested Vendors can find a complete set of REOI documents from UNGM - [Procurement Opportunities \(ungm.org\)](https://ungm.org) or Procurement Opportunities (UN IOM Nigeria Mission Website) - <https://nigeria.iom.int/iom-nigeria-tenders>.

To enable you to submit an EOI, please carefully read the below sections of this REOI.

- Section 1: Instruction to Vendors
- Section 2: Evaluation Criteria
- Section 3: Submission Forms

If you are interested in submitting an EOI, please prepare your Interest in accordance with the requirements and procedure as set out in this REOI and submit on or before **17 December 2023**.

We look forward to receiving your proposal.

Approved by:

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**SECTION 1: INSTRUCTION TO VENDORS**

<p><b>Background</b></p>	<p>IOM manages nine (9) hubs in eight (8) locations across Borno State, Nigeria, including Maiduguri (Red Roof), Gwoza, Bama, Ngala, Dikwa, Monguno, Damasak, and Banki. These hubs offer accommodation and support services to humanitarian workers operating in the Northeastern region of Nigeria.</p> <p>To enhance sustainability, resources have been allocated for the conversion of the current electric systems. These systems, currently powered entirely by diesel generators, will be transformed into optimally-designed sustainable hybrid solar-diesel power configurations with battery storage.</p> <p>Presently, the sites rely on generators with varying capacities (ranging from 40 kVA to 600 kVA) and operate for a minimum of 18 hours daily. Notably, one of these systems (Red Roof) is considerably larger than the other seven systems.</p> <p>Loads to be powered in the accommodation hubs include:</p> <ul style="list-style-type: none"> <li>•air conditioners (the majority of loads)</li> <li>•laundry,</li> <li>•refrigerator</li> <li>•kitchen appliances,</li> <li>•water heating,</li> <li>•security systems,</li> <li>•lighting,</li> <li>•IT/computers and communication</li> <li>•pumps</li> </ul> <p>Detailed energy audits and preliminary designs have been prepared for all sites. These includes logged generation data, modelled load curves, lists of equipment and fuel records, locations of potential array mounting sites.</p> <p>Based on Expression of Interest proposals, IOM will short-list several experienced Solar Mini-Grid or Solar Commercial and Industrial Supply firms for consideration as potential bidders. Shortlisted eligible firms will be provided with the full bid packages and bidders may be invited to visit the sites (if necessary, with travel costs covered by the bidders) and submit full proposal for the project.</p>
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<p><b>Objective of the assignment</b></p>	<p>The objective of this assignment is to design, supply (and/or lease), install and provide O&amp;M services for solar power systems in 9 IOM operational hubs in Borno State. The work may also involve upgrading the internal wiring of the sites so that critical loads can be better managed.</p>
<p><b>Main duties and responsibilities</b></p>	<p>The winning bidder will manage the entire procurement, installation and after-service process for the project. This will include:</p> <ul style="list-style-type: none"> <li>•Final system design</li> <li>•Procurement of all energy equipment</li> <li>•Delivery of equipment</li> <li>•Installation of equipment</li> <li>•Upgrading of electrical systems of sites for improved critical load management, load balancing and safety.</li> <li>•Provision of support operation and maintenance services as well as on-line system monitoring</li> <li>•Supply of spare parts</li> </ul> <p>NB. The project may seek a financed energy service (i.e. lease) agreement with the supplier.</p>
<p><b>Profile of the supply firm</b></p>	<p>The winning provider will be a single firm or partnership between an international company and a local company. The firm or partnership should have the following qualities:</p> <ul style="list-style-type: none"> <li>•At least 5 years of relevant experience building mini-grids or C&amp;I projects in Africa</li> <li>•Proven experience in the installation and management of off-grid solar energy projects in remote areas</li> <li>•Capacity to work with clients to manage solar equipment and energy use</li> <li>•Availability of staff to quickly resolve technical issues</li> <li>•As the project may provide opportunities for companies to work with adjacent communities, experience developing community energy projects is an advantage</li> <li>•Company capacity to finance energy projects is considered an advantage</li> <li>•Company experience working with IOM or UN procurement systems is an advantage</li> </ul>
<p><b>UNSPSC code(s)</b></p>	<p>26111607, 26131507, 60104701, 60104702, 41111955, 41114407 and 40101807 but not limited to specified category</p>

<b>Deadline for the Submission of EOI</b>	<b>17 December 2023, 11.59 pm (WAT).</b> If any doubt exists as to the time zone, refer to <a href="http://www.timeanddate.com/worldclock/">http://www.timeanddate.com/worldclock/</a> .
<b>Content of EOI</b>	<p>This request for Expression of Interest (REOI) is aimed at identifying potential private sector entities to work with IOM on the works described in the section above. It will lead to prequalification of eligible entities to participate in the forthcoming solicitation process.</p> <p>The eligibility criteria to participate in this EOI include:</p> <ul style="list-style-type: none"> <li>• Trade certificate of Business Registration.</li> <li>• VAT Registration certificate/ Tax compliance certificate.</li> <li>• Valid certification for Installation and Manufacturing of Solar Projects (National or International) issued by relevant Solar regulatory bodies.</li> <li>• Legal registration and ability to enter into a binding contract with IOM.</li> <li>• Interested party is not suspended, nor otherwise identified as ineligible by any UN Organization, the World Bank Group, or any other international organization.</li> <li>• The interested party has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the entity that could impair its operations in the foreseeable future.</li> </ul> <p>Interests will be selected/qualified based on a pass/fail modality using the criteria in section 2 below.</p> <p>The EOI should include the following information:</p> <ul style="list-style-type: none"> <li>• Brief presentation of company including nature of products, number of staff, turnover, years in business.</li> <li>• Reference list demonstrating qualifications for participating in this upcoming bidding process.</li> <li>• Contact information: full name and address, country, telephone number, e-mail address, website, and contact person.</li> <li>• Provide a letter of intent detailing how your firm would approach the solar project outlined, demonstrating your capacity to carry do so. In particular provide evidence of your firm’s capacity to a) design, procure and install b) provide after service support and c) assist in the cost-effective management of complex hybrid solar-diesel systems across multiple sites.</li> </ul>
<b>Method of Submission</b>	EOI must be submitted as follows: <input type="checkbox"/> E-tendering <input checked="" type="checkbox"/> Email <input type="checkbox"/> Courier / Hand delivery <input type="checkbox"/> Other  Expressions of interest shall be sent by email as follows:

	<p>Email address: All e-mailed submissions must be sent to : IOM Nigeria Bids <a href="mailto:iommaiduguribids@iom.int">iommaiduguribids@iom.int</a>, with no other recipient in "Cc" or "Bcc" in the e-mail submission.</p> <ul style="list-style-type: none"> <li>▪ File Format: PDF</li> <li>▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard.</li> <li>▪ All files must be free of viruses and not corrupted.</li> <li>▪ Max. File Size per transmission: <b>35MB</b> per e-mail. If the bid consists of large files, it is recommended that these files be sent in separate emails prior to the submission deadline.</li> <li>▪ Mandatory subject of email: All e-mail communication in relation to the submission must clearly indicate “<b>EOI- NG30-23-0851 Solarization Of Humanitarian Hubs</b>” in the "Subject" line of the e-mail.</li> <li>▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible.</li> <li>▪ Multiple emails must be clearly identified by indicating in the subject line “email no. X of Y”, and the final “email no. Y of Y”.</li> <li>▪ You should receive an email acknowledging receipt.</li> </ul>
<p><b>Contact Persons for correspondence and clarifications</b></p>	<p>Click or tap here to enter text.</p> <p>Name: Eyad ALOBADLI</p> <p>E-mail address: <a href="mailto:evalobadli@iom.int">evalobadli@iom.int</a>, (with <a href="mailto:eani@iom.int">eani@iom.int</a> and <a href="mailto:mhankins@iom.int">mhankins@iom.int</a> in cc).</p> <p><b>Attention: Quotations shall not be submitted to this address but to the address for quotation submission above.</b></p>
<p><b>REOI Conditions</b></p>	<p>This Request for Expression of Interest does not constitute a solicitation. IOM reserves the right to change or cancel the requirement at any time during the EOI and/or subsequent solicitation process. IOM also reserves the right to require compliance with additional conditions as and when issuing the final solicitation documents. Submitting an EOI does not automatically guarantee receipt of the solicitation documents when issued. Invitations to bid or requests for proposals and any subsequent purchase order or contract will be issued in accordance with the rules and procedures of IOM.</p>

## SECTION: 2. EVALUATION CRITERIA

Interests will be selected/qualified based on a pass/fail modality using the following criteria and technical score (St)

No.	Requirement	Documents to establish compliance	Compliance Rating
1	Submission of Letter of expression of interest	Letter of expression of interest	Pass/Fail
2	Company profile and management structure (including owners, key, and technical personnel)	Company profile Curricula Vitae (CVs) and documentation supporting the experience and qualifications of the technical personnel	Pass/Fail
3	Evidence of Tax compliance	Tax compliance certificate	Pass/Fail
4	Previous experience working on Solar Project solutions in <i>West Africa and/or Nigeria</i> . At least 5 years of relevant experience building mini-grids or C&I projects in Africa	Provide evidence such as Contracts or Purchase Orders and Completion Certificates. Statements of satisfactory performance of similar services from at least three previous Clients	Pass/Fail
5	Commitment to environmental conservation – Evidence of climate-friendly innovations.	Company profile	Pass/Fail
6	History of non-performing contracts: Non-performance of a contract should not have occurred as a result of contractor default within the last 3 years.	IOM's internal Due Diligence process	Pass/Fail
7	Litigation History: No consistent history of court/arbitral award decisions against the entity for the last 3 years.	IOM's internal Due Diligence process	Pass/Fail

### Scoring Criteria

(i)	General	Total points for criteria (i): 50	Proof
1	<i>Capacity to develop off-grid designs for solar power systems in remote locations</i>	10	<ul style="list-style-type: none"> <li><i>Description / elaboration of solution (design process) proposed by the (10 marks)</i></li> </ul>
2	<i>Demonstrated experience offering equipment from recognized Tier 1 suppliers that meet high quality standards.</i>	10	<ul style="list-style-type: none"> <li><i>List of key component Tier 1 equipment supplied (inverters, batteries, PV modules, etc.) and partner companies supplying key components (6 marks)</i></li> <li><i>List of minimum 4 example jobs completed (attach Proof of Contracts, Completion certificate)</i></li> </ul>

			<i>design process using Tier 1 components (4 marks)</i>
<b>3</b>	<i>Experience providing and managing sophisticated battery storage systems</i>	10	<ul style="list-style-type: none"> <li>• <i>Description of solution approach (4 marks)</i></li> <li>• <i>List of minimum 3 example jobs completed (attach Proof of Contracts, Completion certificate) (6 marks)</i></li> </ul>
<b>4</b>	<i>Use of remote monitoring equipment in previous projects to provide energy management reports. Experience designing for and managing heavy loads such as air conditioners in solar projects</i>	5	<ul style="list-style-type: none"> <li>• <i>Description of solution approach (2 marks)</i></li> <li>• <i>Example of remote monitoring experience (attach Proof of Contracts, Completion certificate) (1 mark)</i></li> <li>• <i>Example of projects completed which include heavy loads (attach Proof of Contracts, Completion certificate) (2 marks)</i></li> </ul>
5	<i>Capacity to upgrade electrical circuits and cabling of client sites.</i>	10	<ul style="list-style-type: none"> <li>• <i>Description of solution approach (4 points)</i></li> <li>• <i>List of minimum 3 example jobs completed which involved significant upgrade/installation of cabling systems (attach Proof of Contracts, Completion certificate) (6 marks)</i></li> </ul>
6	<i>Ability to work with community projects.</i>	5	<ul style="list-style-type: none"> <li>• <i>Description of approach (2 marks)</i></li> <li>• <i>3 Project experience. (attach Proof of Contracts, Completion certificate) (1 mark for each project)</i></li> </ul>
<b>(ii) Experience and Partnerships</b>		<b>Total points for criterion (ii): 25</b>	
<b>1</b>	<i>5 or more projects completed similar in size and complexity.</i>	10	<ul style="list-style-type: none"> <li>• <i>Proof of previous contract and certification of completion or references. (2 marks each)</i></li> </ul>
<b>2</b>	<i>Strong local partner presented in EoI (if company is not based on Nigeria).</i>	10	<ul style="list-style-type: none"> <li>• <i>Evidence of strong presence in Nigeria (agreements or proof of certified dealerships) with dates established (5 marks)</i></li> <li>• <i>Evidence of partner / local office geographical reach in Nigeria (technicians/sub offices in regions) (5 marks)</i></li> </ul>
<b>3</b>	<i>Previous projects conducted with and or by local partner</i>	5	<ul style="list-style-type: none"> <li>• <i>Evidence of 5 Projects executed by local office or with local partner in West Africa region (attach Proof of Contracts, Completion certificate (1 mark each)</i></li> </ul>

<i>(iii) After Sales Support</i>		<i>Total points for criterion (iii): 25</i>	
<b>1</b>	<i>Locally based company in region that can handle client needs</i>	10	<ul style="list-style-type: none"> <li><i>Description of approach and designated monitoring software in use, history of providing monthly/quarterly system reports (10 marks)</i></li> </ul>
<b>2</b>	<i>Experience maintaining solar PV systems.</i>	10	<ul style="list-style-type: none"> <li><i>(attach Proof of Contracts, Completion certificate) or References from clients receiving maintenance services (2 points each)</i></li> </ul>
<b>3</b>	<i>CVs of local maintenance team (what minimum qualifications/skill are required of these maintenance team)</i>	5	<ul style="list-style-type: none"> <li><i>CV's or description that demonstrate solar power qualifications of team (2 mark for head engineer, one mark for 3 best technicians)</i></li> </ul>

*Only eligible with the highest score qualified Solar/Renewable Energy companies based on the above criteria shall be invited to participate in the bidding/tender process.*

### **SECTION: 3. SUBMISSION FORMS**

Interested vendors should submit the following items with details covering the full details in the evaluation criteria. Additional verification of any information submitted may be requested during the evaluation process.

**Note:***The order and format of the items requested as presented.*

<b>Annex</b>	<b>Items to be submitted</b>	<b>Comment</b>
<b>1</b>	Letter of Expression of Interest	Duly completed and signed.
<b>2</b>	Firm/Company Profile	Provide the requested information as detailed in Section 1 above (Content of EOI) including detailed description of services the company provides.
<b>3</b>	Company's registration certification and license to operate as Service Provider issued by an authorized agency.	This document is mandatory for administrative compliance.
<b>4</b>	Evidence of similar services/client experience	Provide the requested information including statements of satisfactory performance from at least three (3) previous clients.
<b>5</b>	Experience of Key Personnel/Staff Strength of Professional Staff	Provide CVs and documentation supporting the experience and qualifications of the technical personnel.