**EXPRESSIN OF INTEREST IN PROVISION OF A 1MW SOLAR POWER PLANT**

**PROCUREMENT REFERENCE NUMBER : MM/SPP/12/25**

**STANDARD**

**BIDDING DOCUMENT**

**FOR THE**

**REQUEST FOR EXPRESSIONS OF INTEREST**

**ENGAGEMENT OF Partner FOR ENGINEERING, PROCUREMENT AND CONSTRUCTION PLUS FINANCING AND SUBSEQUENT OPERATIONS AND MAINTENANCE (EPC+F+O&M) FOR THE ONE MEGA-WATT (1 MW) LONGLANDS WATER-WORKS SOLAR PROJECT, MARONDERA, ZIMBABWE**

**Procurement Reference NO.** MM/SPP/12/25

**April 2025**

**MUNICIPALITY OF MARONDERA**

**REQUEST FOR EXPRESSIONS OF INTEREST FOR PROVISION OF EPC+F+O&M SERVICES**

**(Partners Selection)**

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| **Subject** | Engagement of a Partner for Engineering, Procurement And Construction Plus Financing And Subsequent Operations And Maintenance (EPC+F+O&M) For The 1MW Longlands Water-works Solar Project, Marondera, Zimbabwe |
| **Brief Description** | Implementation of the Marondera solar project through a turn-key contract entailing the engineering, procurement through to construction, testing, commissioning, financing and subsequent operation and maintenance. |
| **Procurement Reference Number** | MM/SPP/12/25 |
| **CLOSING DATE** | 7 May 2025 at 10:00 am |

**Section I**

1. **Background and Rationale**

The Municipality of Marondera, the project sponsors, intends to develop, construct and operate a 1MW Solar Power Generation Plant at the Longlands Water-works. The proposed project site measures 5ha in extent, on a dwala at Dombotombo (18’ 10’ 59.51’’ S , 31’ 33 14.97’’ E) , 1km from the town centre and is 0.5km from the Longlands Water-works plant. The proposed Solar Project will provide power to the Longlands plant which is managed by the Municipality, with possible connection to the 33/11 kV Dombotombo sub-station located (100m) adjacent to the Longlands Water-works. The sub-station is owned and managed by Zimbabwe Electricity Transmission and Distribution Company (ZETDC) Northern Region.

An Environmental and Social Impact Assessment (ESIA) is yet to be conducted. This study will need to be done to ascertain the technical, financial viability of the project so that it can be implemented in a socially and environmentally sustainable manner.

# Objectives of the Partnership Engagement

The main objective of the Services is to implement the 1MW Longlands Water-works Solar Project in a technically, financially, environmentally, and socially sustainable manner, complying with Zimbabwean laws and international standards.

The selected partner will undertake the ESIA, financing (full or partial), engineering, procurement, construction, commissioning, and subsequent operation and maintenance of the solar PV system and ancillary infrastructure.

Specific objectives of the assignment include:

1. Undertaking a ESIA for the feasiblity of the project.
2. Preparing a detailed design of the 1MW Solar PV system and associated infrastructure.
3. Providing or mobilizing full or partial financial resources for project’s implementation.
4. Procuring, supplying, and delivering materials to the site.
5. Installing equipment and constructing associated infrastructure.
6. Assessing and installing physical and cyber security systems.
7. Reviewing grid compatibility and grid connection options.
8. Commissioning, operating, and maintaining the solar PV system and related infrastructure.

# Scope of Work

The Partner shall deliver a turnkey 1MW Solar PV Plant, including:

1. Financing (**Full or Partial**).
2. Engineering, procurement, and construction of ancillary infrastructure.
3. Erection and installation of equipment including fencing of site.
4. Testing and commissioning.
5. Operation and maintenance.

# Key Responsibilities

The Partner shall:

* + 1. Submit a ESIA for the feasibility of the project
    2. Submit a Program of Works (PoW) and project organogram.
    3. Secure funding (full or partial) and provide proof of availability of same.
    4. Design and construct ancillary facilities.
    5. Procure materials and transport them to the site.
    6. Conduct factory acceptance tests and site inspections.
    7. Implement quality assurance and control mechanisms.
    8. Provide security arrangements for material storage.
    9. Fence off the project site.
    10. Install monitoring systems for solar irradiation and energy export.
    11. Construct the solar PV plant and undertake pre-construction tests.
    12. Commission, operate, and maintain the plant.
    13. Remove construction materials and debris from the site after project completion.

# Project Implementation

The project shall be implemented in accordance with:

* Relevant national laws and regulations
* International best practices
* Guaranteed performance standards

# Operation and Maintenance

The Partner shall operate and maintain the PV plant from commissioning to the expiry of the concession period, including:

* Defects liability period.
* Supplying equipment/spares, materials, and manpower for replacement of faulty equipment.

# Section II

1. **Eligibility Criteria**

The Applicant shall submit only one application, either in its own name or as a member of a Joint Venture (JV). If an Applicant (including any JV member) submits or participates in more than one application, those applications shall be all rejected. However, the same Sub-partner may participate in several applications.

If the Applicant is a JV, the expression of interest shall include:

* a copy of the JV Agreement entered into by all members, or
* a letter of intent to execute a JV Agreement, signed by all members together with a copy of the Agreement proposal,

In the absence of this document, the other members will be considered as Sub-partners.

Experiences and qualifications of Sub-consultants are not taken into account in the evaluation of the applications.

Interested Applicants must provide information evidencing that they are qualified and experienced to perform those Services. For that purpose, documented evidence of recent and similar services shall be submitted. In addition:

1. The Partners must be registered with the Procurement Regulatory Authority of Zimbabwe (PRAZ).
2. Duly signed letters of funding support from reputable Banks or Financial Institution

(s) where applicable

1. Financial Statements for the last 3 years where the Partner is directly financing the project(s)
2. Any other authentic proof of credible source of financing proposed for the project
3. **Local (Zimbabwean) firms may participate in this REOI**.

# Qualification Criteria

Determination of the similarity of the experiences will be based on:

* Contract similar nature or value
* The nature of the Services: EPC+F+O&M for solar PV projects
* The technical area and expertise: Engineering designs for solar systems of minimum size 5MW; procurement for solar projects; erection and installation of solar plants; operation and maintenance for solar systems up to 5MW; financial advisory services for solar systems.
* The location: In Africa

***\*Please note that the drafting of a methodology or the identification and submission of CVs of experts for the Services is not required at this stage, i.e. REOI stage.***

Among the submitted applications, the Municipality of Marondera will shortlist a minimum of three (3) and a maximum of six (6) Applicants, to whom the Request for Proposals to carry out the Services shall be sent.

The evaluation of Expressions of Interest documents shall be ascertained on compliance-based method using the minimum qualifying criteria below:

# Application Documents

1. **Mandatory Documents**
   1. Letter of expression of interest, duly dated and signed, drawn up in accordance with the model in **Appendix A** of Section III below**.**
   2. Letter of authorization for Firm’s representative
   3. Duly signed letters of funding support from reputable Banks or Financial Institution (s) where applicable
   4. If the Applicant is part of a JV or consortium: copy of the consortium agreement or letter of intent to form a JV or consortium;
   5. Duly signed declaration of integrity in accordance with the model attached in annex 3;
   6. Presentation of the firm or design office or group of firms/design offices;
   7. List of recent and similar references (format to be decided by the applicant). Evidence of similar experience must be provided in the form of **certificates of successful completion**.
2. The application documents should not exceed a maximum of 30 pages all inclusive, except for the presentation of the candidate and proof of similar references;
3. The application documents should be presented in **one (01) unmodifiable pdf file.**

**Note: Any incomplete application and/or application arriving after the deadline will be automatically rejected.**

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| --- | --- | --- |
| CRITERIA NO | EVALUATION CRITERIA | SCORE( ACCEPTED /DISQUALIFIED) |
|  | LEGAL AND MANDATORY REQUIREMENTS : EOINB DO NOT OVERLOOK ANYTHINK UNDER CRITERIA 1 AS IT WILL RESULT IN AUTOMATIC DISQUALIFICATION |  |
| 1 | Comprehensive/ detailed company profile with the names, addresses of directors | Accepted/Disqualified |
| 2 | Certificate of incorporation | Accepted/Disqualified |
| 3 | 2025 Valid tax clearance certificate | Accepted/Disqualified |
| 4 | NSSA Registration 2025 | Accepted/Disqualified |
| 5 | CR6 | Accepted/Disqualified |
| 6 | CR14 | Accepted/Disqualified |
| 7 | Three reference letters | Accepted/Disqualified |
| 8 | Registration with PRAZ 2025 | Accepted/Disqualified |
| 9 | 90 days Bid validity period | Accepted/Disqualified |
| 10 | SPOC Administration fees of $350.00 USD | Accepted/Disqualified |
| 11 | Letter of expression of interest | Accepted/Disqualified |

# SPOC Administration fees-350.00 USD

# Failure to comply with the above will lead to automatic disqualification.

# Any bid not accompanied by SPOC Administration fees will be rejected by the Procuring Entity as non-responsive

# Shortlisted applicants will be invited to submit their proposals

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# Applicants will be selected in accordance with the procedures specified in part VII of the public procurement and disposal of public asset Act general) regulations, 2018 (statutory instrument 5 of 2028). short listed applicants will be invited to submit their proposals on a separate document based on the standard bidding document to be provided.

# This opportunity is open to all applicants who meet the criteria for eligibility as stated in section 28 of the Act and

# Pre bidding meeting

# There shall be a visit to site on 23 April 2025 at 10am

# Prospective bidders shall convene at the council chamber head office

# 57 A the Green

# Contact number procurement Manager Mr Zvitiki

# Tel: +263-65 2321815

# Engineer Mashonganyika

# Tel: +263-65 2321815

# Section III: Instructions to Partners

The Municipality of Marondera will reject an Expression of Interest if it establishes that the Partner has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the Contract or been declared ineligible to be awarded a procurement contract under section 99 of the Act. An expression of interest shall be rejected in this procurement process if a Consultant Firm engages in anti-competitive practices.

Interested Partners shall submit only one Expression of Interest document, either individually or as a partner in a joint venture / consortium. In case of joint venture / consortium, total similar projects will be counted as sum of Lead firm and partners / associates.

**Submission of Bids**

|  |  |  |  |
| --- | --- | --- | --- |
| Date of deadline: | 7 May 2025 | Deadline Time: 1000hrs |  |
| Clarifications are done up to: | 30 April 2025 | | |
| Submission address: | Bid will be submitted through the **ELECTRONIC GOVERNMENT PROCUREMENT SYSTEM (EGP)** system portal online using this website <https://egp.praz.org.zw>  **NB** – no hard copies of bids will be accepted at the council offices only those submitted on the EGP system will be considered. | | |
| Means of acceptance: | Bids will be submitted online on the EGP system before the closing date and accepted through the system on opening date as soft copies. | | |
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**Bid opening**

Bids will be opened online on the PRAZ EGP system and bidders will also be notified on that same systems.

**Withdrawal, amendment or modification of Bids**

A Bidder may withdraw, substitute, or modify its Bid after it has been submitted by sending a written notice, duly signed by an authorized representative. However, no Bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of Bids and the expiration of the period of Bid validity specified by the Bidder or any extension of that period.

**Appendix A**

**Letter for submission of Request for Expression of Interest (To be submitted with the application, signed and unaltered)**

To: Municipality of Marondera

With reference to your invitation for expressions of interest for {*insert subject and proposal reference number*}, we express our interest in bidding for a contract to provide these services.

We provide the following information in relation to the short-listing criteria:

1. Qualifications and experience of the firm: {*Insert relevant information*}.
2. Other short-listing criteria: {*Insert relevant information*}.

We submit the following documents in support of this information {*list any documents that were requested in the invitation for expressions of interest; if no documents were requested, delete this paragraph* }.

{*Delete whichever of the following statements do not* apply:}

1. This firm/JV will first provide the requested consultancy and works services for the ESIA as

part of the project.

1. This firm/JV will be the sole provider of the requested consultancy and works services. **or**
2. We propose to provide the requested consultancy and works services as part of a joint venture with {*provide the name of the joint venture partner and details of the contribution the partner would make to the required consultancy and works services*}. **Or**
3. We propose to engage as sub-Partners {*provide the name of the sub-Partner and details of the contribution the sub-Partner would make to the required consultancy and works services*}.

{*In the case of 2 or 3 above*} We confirm that the firm mentioned above has agreed to be associated with this expression of interest.

{*Name and postal and physical address of firm submitting the expression of interest, together with name of contact person and contact details, including telephone number and e-mail address. The firm’s website address should be provided, if available.*}

**Expression of Interest Letter Authorised By:**



**Duly authorised for and on behalf of:**

**Firm**

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**Address:**

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**Corporate Seal (where appropriate)**

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| --- | --- | --- | --- |
| **Signed** | …………………………….. | **Name:** | ……………………………… |
| **In capacity of:** | …………………………….. | **Date:** | … *(DD/MM/Y*  *Y)* |