



Anguilla Renewable Energy Programme (AREP)
Ministry of Infrastructure, Communications, Utilities, Housing & Tourism
Coronation Avenue, The Valley, Anguilla
+1 264 497 2651
micuh@gov.ai



REQUEST FOR QUOTATIONS

“Green Block” Demonstration- Supply of Energy Efficient Air Conditioning (for Various Government Buildings)



Funded by the European Union
Financé par l'Union européenne



Implemented by Expertise France
Mis en œuvre par Expertise France



GFDRR



IBRD • IDA | WORLD BANK GROUP

In collaboration with GFDRR
En collaboration avec la GFDRR

1.0 INTRODUCTION

The Ministry of Infrastructure, Communications, Utilities, and Housing and Tourism (MICUHT) recognizes the vulnerability of Anguilla as a Small Island Developing State and is forging ahead with an inclusive approach to a more sustainable, climate smart and resilient future. One of the pillars for this will be building a climate smart resilient economy, powered with renewable energy, lowered energy costs and reduced carbon emissions.

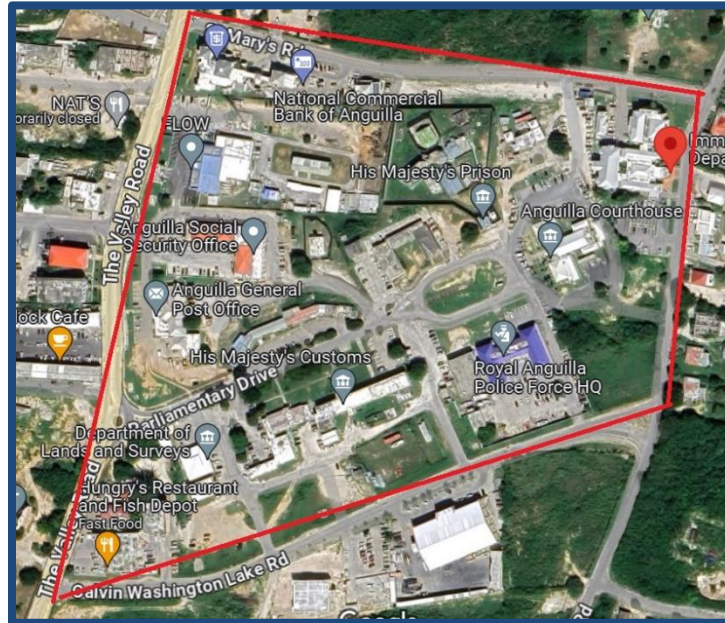
The Government of Anguilla has received funding from the European Union (EU) and Expertise France (EF) to support its climate change mitigation activities through the international program known as RESEMBID- the Resilience, Sustainable Energy, and Marine Biodiversity Programme. The national project, “*Streamlining Anguilla’s Energy Sector Towards a More Sustainable Future*” being supported under RESEMBID will promote clean energy, and decentralized electricity solutions in Anguilla. This includes Solar PV integration studies, an updated National Energy Policy, and the strengthening of the country’s clean energy framework to encourage diversification of the islands’ energy mix along with energy efficiency. This project will also seek to increase institutional and individual capacity to support clean energy development within Anguilla.

The “Green Block” component of this project recognizes that lighting accounts for as much as 20% of the energy consumed in our public facilities and while Air Conditioning accounts for roughly 74% of the energy consumption. This information, gathered through energy audits, will inform the retrofit of various energy inefficient public buildings which provide critical government services to Anguilla’s community. As such, The Ministry of Infrastructure Communications Utilities, Housing and Tourism, the Contracting Authority, on behalf of the Government of Anguilla (GoA) is requesting quotations from suitably qualified contractors to supply Energy Efficient lights for Various Government Office Buildings

2.0 OBJECTIVES

The main objective of the “Green Block” is to demonstrate Anguilla’s efforts to reduce its reliance on imported fuels by reducing inefficient energy use in the public building sector. This involves the installation of energy efficient equipment within several government buildings. It is envisioned that the demonstration will be economically beneficial to the wider community. Public buildings consume a considerable amount of energy. Financial savings achieved through retrofits can be redirected to other critical areas of national development and therefore offset some of the government’s operating costs. Through this proof of concept, it will provide an impetus for Government and other local entities in the private sector to pursue similar energy measures.

3.0 SITE LOCATION



Aerial View of Green Block Demonstration Site

4.0 KEY REQUIREMENTS

The purpose of this RFQ is to supply energy efficient air conditioning for the retrofit of various government buildings within the Green Block within a consecutive 4-week period. The Bidder shall provide a quotation for the specified equipment in addition to equipment warranties and certificates.

4.1 Schedule of Pricing

The Price Schedule shall list all major cost components associated with the goods, and the detailed breakdown of such costs. All goods described in the Quotation must be priced separately on a one-to-one correspondence. Any output and activities described in the Quotation but not priced in the Price Schedule, shall be assumed to be included in the prices of the items or activities, as well as in the final total price of the bid.

- (i) The agreement will be governed by the terms and conditions of the Contract or where applicable, a Purchase Order will be issued.

- (ii) The GOA enjoys exemption from taxes and duty; therefore, the quoted price shall NOT include customs duty, import and any other taxes or fees, applicable to goods imported in **Anguilla**
- (iii) Quotation must be submitted in English and all amounts must be quoted in Euros **and** Eastern Caribbean Dollars
- (iv) The GOA reserves the right at the time of Contract / Purchase Order finalisation to increase or decrease the quantity of Goods originally specified without any changes in unit prices or other terms and conditions.

4.2 Risks

The Bidder shall identify key risks that may impact on the procurement and delivery of the equipment and propose measures to mitigate said risks. Note: Major delays resulting from identified risks will be dealt with outside of the 4-week contract period.

4.3 Bidder/Supplier Eligibility

To be eligible to submit a Quote, Bidders **MUST** meet the criteria detailed below:

1. Bidders must be a legally registered entity.
2. In addition, the following qualification criteria will be assessed:
 - i. **Financial**
 - a. the financial situation of the company should not be in deficit, considered debts, at the beginning and end of the year; As such please ***Provide a Letter of Good Standing from your Bank.***
 - b. ***Evidence financial ability to provide working capital for this contract – in the sum of XCD (EC) \$200,000 for example, access to lines of credit and proof of other financial resources.***
 - ii. **Professional:** has a professional certificate appropriate to this contract, [*such as authorized dealer for the supply and/or certificate in the maintenance, after sales service of such supplies, or other similar documentation.*] ***Provide Manufacturer Authorization certificate or similar.***
 - iii. **Technical:** Preferably the company has successfully provided supplies of a similar nature in fields related to this contract at least in the past three years. ***If so, provide historic information on contracts of a similar nature and value and include contact information for persons who received the supply.***

4.4 Alternative Options:

Quotations for alternative Goods to those defined in the attached documents **may not** be permitted.

4.5 Warranty

Goods offered should be covered by Manufacturer's warranty for **at least 12 months** from the date of delivery to the Ministry of Infrastructure, Communication, Utilities, Housing & Tourism, Anguilla. **Please specify the warranty period and terms in detail.**

4.6 Errors

In assessing the Quotations, the GOA will adjust for any arithmetical errors as follows:

- i. where there is a discrepancy between amounts in figures and in words, the amount in words will govern.
- ii. where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern.
- iii. Bidders refusing to accept the corrections will result in the Quotation being rejected.

5.0 SCOPE OF WORKS

For the execution of this activity, the services of a supplier will be retained for a period of 4-week. The Bidder shall be responsible for all aspects of the procurement, supply, shipping and importation, delivery and all other costs related and applicable to the services outlined. The Bidder shall also be responsible for the warranties for the equipment.



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5.1 Scope of Goods

The Government of Anguilla (GOA) therefore invites Bidders to submit Quotation for the following Goods:

Current Type (to be replaced)	Quantity
Low efficiency R22 split system units an air conditioning capacity of 48 tons, EER of below 9.5 and condenser units in poor condition.	33
Low efficiency R22/R410a split system units, with EER of 10 and condenser units in poor condition.	11
Low efficiency R22/R410a split system units, with EER of 8.5 to 11.5 and condenser units in poor condition.	12
Low efficiency ductless split R22/R410a units, with EER of 9-to 11 and condenser units in poor condition. (24 tons)	Two (2) VRF systems
Two (2) 10-ton split units on site are obsolete, in very poor condition (40 tons)	Two (2) VRF units.
The building was designed for central air-conditioning units with a capacity of approximately 66 tons. The duct work is in place and is in good condition. The units removed had an EER rating of around 9.0. The replacement units should not be less than EER 12. This is an opportunity in which the ducting can be abandoned and more convenient ductless multi split units can be considered. Replace six (6) air-conditioning units with packaged units of EER 12 and one split unit with an EER 15.	Five (5) packaged units of EER 12 and One (1) split unit of EER 15

6.0 QUOTATION SUBMISSION AND DEADLINE

The following documents should be submitted by **October 18th, 2024** signed by the Bidder's authorised representative:

- i. Annex 1: The Form of Quotation
- ii. Annex 2: Bidder Information Form
- iii. Annex 3: Prices & Schedules for Supply
- iv. Annex 4: Technical Specifications
 - a. *The bidder is required to fill in the specification of the good being offered under this RFP into the last column.*
- v. Provide a Letter of Good Standing from your Bank
- vi. Provide Manufacturer Authorization certificate or similar.
- vii. If applicable, provide historical information on contracts of a similar nature and value and include contact information for people who received the supply.

The Submission procedure is detailed Section 13.0. In addition, all Bidders must submit:

- i. Pictures and brochures for items quoted.
- ii. A copy of their Certification of Registration and VAT / GST Certificate

7.0 QUOTE VALIDITY

Bidders' Quotations shall be valid for a period of Forty-five [45] calendar days from the deadline for submission.

8.0 FAILURE TO HONOUR QUOTE

If a Bidder withdraws their Quotation during the validity period and/or refuses to accept the award of a Contract when and if awarded, then the Bidder will be excluded from Bidding (either as a prime or sub-supplier) on any of the GOA's solicitations for a period of **twelve (12) months**.

9.0 CONTRACT AWARD

The GOA will award the contract to the bidder whose quotation has been determined to be substantially responsive to this Request for Quotation and who has offered the lowest evaluated price and is technically responsive. The contract will be governed by the terms and conditions of a contract, or a purchase order, where applicable.

10.0 NOTIFICATION OF AWARD

The Bidder whose Quotation has been accepted will be notified of the award through the **Letter of Award** issued by the GOA.



11.0 COST OF QUOTATIONS

Bidders shall bear all costs associated with the preparation and submission of their Quotations, and the GOA will in no case be responsible or liable for those costs. The GOA reserves the right to reject any or all quotations and to annul this process at any time prior to the award without thereby incurring any liability.

12.0 ADDITIONAL INFORMATION

If any additional information is required about this RFQ, it must be requested in writing no later than five (5) business days before the Quotation submission deadline, by email to arep@gov.ai.

Any additional information or clarifications made to this RFQ will be communicated to **all bidders**.

13.0 SUBMISSIONS OF BIDS

Bids should be submitted electronically to the following and include the subject line “**Green Block Demonstration- Supply of Energy Efficient Air Conditioning**”:

To: arep@gov.ai
cc: karim.hodge@gov.ai
cc: travis.carty@gov.ai

**THE DEADLINE FOR SUBMISSION OF BIDS IS ON OR BEFORE 5:00 PM (GMT-4),
FRIDAY October 18th, 2024.**

14.0 TECHNICAL EVALUATION MATRIX

“Green Block” Demonstration- Supply of Energy Efficient Air Conditioning (for Various Government Buildings)		
Particulars		
Description		
	Points	
Completed Form of Quotation (Annex 1)	Y/N	
Completed Bidder Information Form (Annex 2) <i>(Including historical information on contracts of a similar nature and value)</i>	Y/N	
Completed Prices & Schedules for Supply (Annex 3)	Y/N	
Completion and Conformity with Specifications outlined in Annex 4 and RFQ. <i>(Including Provide Manufacturer Authorization certificates or similar)</i>	Y/N	
Copy of Business License	Y/N	
Copy of Letter of Good Standing (Financial institution)	Y/N	
Copy of Tax Compliance Certificate	Y/N	
Can Meet Delivery Period Stipulated	Y/N	



ANNEX 1: FORM OF QUOTATION

[Bidder Letterhead]

Green Block Demonstration- Supply of Energy Efficient Air Conditioning

[Date]

To:
Ministry of Infrastructure, Communication, Utilities, Housing and Tourism
P.O. Box 60
Coronation Avenue
The Valley, Anguilla
British West Indies
Tel: (264) 497-2651

We confirm that we are an eligible Bidder (as defined in RFQ) and we offer to execute the contract in accordance with the conditions accompanying this Quotation for the Contract Price of _____ (*amount in words and numbers*) (_____) (*name of currency*)_____ .

This Contract Price is firm and fixed and not subject to adjustment during the Contract performance.

We propose to complete the delivery of the Goods within a period of [*insert number*] days from the date of signature of the Contract or Purchase Order.

We hereby confirm that this Quotation is valid until [*insert date*].

This Quotation and the GOA’s written acceptance will constitute a binding Contract between us. We understand that the GOA is not bound to accept the lowest or any Quotation it receives. We hereby confirm that this Quotation complies with the requirements of the Request for Quotation documents.

Authorized Signature:	
Name and Title of Signatory:	
Name of Bidder:	
Address:	
Phone Number:	
Email:	

ANNEX 2: BIDDER INFORMATION FORM

Date: _____

Green Block Demonstration- Supply of Energy Efficient Air Conditioning

1. Bidder's Legal Name:
2. Bidder's Company Name:
3. Bidder's Company Registration Certificate: <i>(Attach Articles of Incorporation or Registration of Company)</i>
4. Bidder's Authorized Representative Information Name: Address: Telephone: Mobile: Email Address: Company Website:
5. Bidder Nationality
6. Company Profile: <i>Approximately One (1) page, (can be attached to Bidder Information Sheet)</i>
7. Historic information on contracts of a similar nature and value: <i>(Please include contact information for persons who received the supply and include more space as necessary).</i>
8. Evidence financial ability to provide working capital for this contract – for example, access to lines of credit and availability of other financial resources.



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ANNEX 3: PRICES AND SCHEDULES OF SUPPLY

Terms and Conditions of Supply¹

Green Block Demonstration- Supply of Energy Efficient Air Conditioning

LOT #	Description	Quantity	Unit Price ²	Total Price at Final Destination (includes all taxes, customs, duties, inland transportation, and insurance)		Delivery Date
				EURO	XCD	

Signed: _____
 (Contractor)

Date: _____

¹ Please fill in for all items quoted. Bidder may submit a copy of Annex 3 for each separate lot.
² In case of discrepancy between unit price and total derived from unit price, the unit price shall prevail.

ANNEX 4: TECHNICAL SPECIFICATIONS (OFFERED)

Green Block Demonstration- Supply of Energy Efficient Air Conditioning

Specifications of Goods Offered (*to be completed by the Bidder, the below is an example of what the bidder should elaborate*)

Documentation included in this submission

1. A full sheet of product specifications must be completed and submitted (Annex A):
2. Warranty and certificate information must be included.
3. Warranty for minimum 2-year operation with free of charge exchange in case of failure
4. All the technical information be presented in PDF format, not scanned (main texts in image format is not allowed)
5. All documentation, including catalogues, instructions and operating manuals must be in English.

Minimum Product Performance Characteristics

1. Must meet a minimum SEER rating of 16.
2. Must be inverter technology.
3. A full product specification sheet, which includes energy efficiency rating/info. must be submitted.
4. Refrigerant must be R-410a.
5. Indoor unit sound pressure level must be A-weighting.
6. Must operate on 220V power supply (220V-240Vat 60HZ)

Refrigerant Pipe Insulation

All air conditioners must be insulated with closed-cell foam materials such as cellular glass, closed-cell phenolic, flexible elastomeric, polyisocyanurate, and polystyrene. The thickness of the refrigerant pipe insulation must have a standard size thickness of 1 inch. Insulation for refrigeration applications must conform to ASHREA standards or equivalent

Inspection and Test

All air conditioners must have test results that conform to ISO/TC 86/SC 6 or equivalent.

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