

## Request For Proposal: Vendor registration for Supply, Delivery, and Installation of Solar Power Pack Systems for fishing vessels

### TERMS OF REFERENCE (TOR)

<b>No. and Date of Issue</b>	SDFC/AP/IU/2023/13
	18 <sup>th</sup> April 2023
<b>Project Name</b>	Vendor registration for Supply, Delivery, and Installation of Solar Power Pack Systems for fishing vessels
<b>Purchaser</b>	SME Development Finance Corporation (SDFC)
<b>Address</b>	SME Development Finance Corporation, M. Kaneeru Villa, 2 <sup>nd</sup> Floor, Orchid Magu, 20212 – Male’ City, Republic of Maldives Phone: 3026010 Mail: <a href="mailto:info@sdfc.mv">info@sdfc.mv</a>
<b>Clarification Deadline</b>	Vendors can send written queries <a href="mailto:procurement@sdfc.mv">procurement@sdfc.mv</a>
<b>Proposal submission</b>	Once the proposal is ready for submission, vendors may send it to <a href="mailto:procurement@sdfc.mv">procurement@sdfc.mv</a> .
<b>Proposal Submission Deadline</b>	Proposal submission for this project shall remain open until 31 <sup>st</sup> December 2023 and submission can be made at any time within this deadline. Proposals will be evaluated based on the eligibility and minimum requirement. SDFC shall empanel all eligible applicants accordingly
<b>Bid Validity</b>	1 year from the date of submission
<b>Bid language</b>	English

## 1. BACKGROUND

The Government of Maldives, represented by Ministry of Finance, Ministry of Fisheries, Marine Resources, and Agriculture and the Ministry of Economic Development is seeking to identify 'Approved Vendors' to supply, deliver and install solar power pack systems for fishing vessels, as specified in Annex 1, for the benefit of fishers and vessel owners (its end users or customers). The Government intends to start an Islamic shariah compliant financing program through SME Development Finance Corporation (SDFC). The customers who are applying for the financing facility to install solar power pack systems will have the options to choose a vendor from the list of 'Approved Vendors' established under this TOR. It is anticipated that the approved list will solutions that meets the technical criteria set by the Ministry.

## 2. OBJECTIVES

The objective of this TOR is to strengthen the implementation of Support People's Livelihoods in the Fishery Sector in Maldives through Sustainable Energy Project by facilitating the installation of solar power pack systems on board fishing vessels as specified in the Action 5.2b of the Strategic Action Plan 2019-2023 (the SAP) of the Government. This will contribute to achieving the Policy 5 of SAP specifically to "Increase profitability from fishery activities" ('Hama Agu' Policy) and the Strategy 5.2 on promoting and facilitating access to technologies and techniques to increase profitability, improve catch quality, and reduce postharvest losses.

The targeted direct beneficiaries of the financing facility are the fisherman working on the fishing vessels and the vessel owners. This also enables them to reduce the cost of fishing, and thereby generating more income and profit.

## 3. SCOPE

This TOR seek to establish a list of 'Approved Vendors' for the purpose of implementing the project. The vendors in the approved list will include only the selected suppliers who propose to the Ministry, as specified herein, to supply and install the solar power pack systems under this project implemented by the Ministry or the Government of Maldives through the SDFC (the bank). It is solely the 'Approved Vendors' responsibility to make arrangements for the supply, delivery and installation of the solar power pack systems onboard the fishing vessels as per the agreed terms and conditions set forth in Sales and Purchase Agreement signed between the vendor and the customer. However, the 'Approved Vendors' will not be allowed to negotiate the technical specifications, delivery and warranty terms. These terms will remain as it is in this TOR unless it is amended with mutual agreement.

Import duty of solar power pack systems and the components of the solar power pack systems imported for the purposes of this scheme will be exempted by the Government.

#### 4. APPLICANTS ELIGIBILITY

Applicant may be a sole proprietor, partnership, company, or a joint venture under an existing agreement or with the intent to constitute a legally enforceable joint venture.

4.1 Applicant shall meet the following criteria to be eligible:

- (a) have the legal capacity to enter into a commercial contract;
- (b) not be insolvent, in receivership, bankrupt or being wound up, its affairs not being administered by a court or a judicial officer, its business activities not being suspended and not the subject of legal proceedings for any of the foregoing;
- (c) have fulfilled its obligations to pay taxes;
- (d) not have been, and its directors or officers not have been, convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a contract within a period of five years preceding the commencement of the procurements; and

4.2 Applicants shall not have a conflict of interest. Applicants found to have a conflict of interest shall be disqualified. Applicants may be considered to have a conflict of interest with one or more parties in this call for application process, if:

- (a) they have a controlling partner in common; or
- (b) they receive or have received any direct or indirect subsidy from any of them; or
- (c) they have the same legal representative for purposes of this call for applications; or
- (d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the application of another applicant, or influence the decisions of the Employer regarding this application process; or
- (e) Applicant participates in more than one application process; or
- (f) Participation by an applicant in more than one will result in the disqualification of all application in which the party is involved; or
- (g) Applicant or any of its affiliates participated as a consultant in the preparation of technical specifications of the contract that is the subject of the Application; or

4.3 Applicant that has been suspended from participation in public procurement by the Government at the date of the deadline for application submission or thereafter, shall be disqualified.

4.4 Applicant must not have a non-performance of a contract that has occurred as a result of contractor default during the past 5 years preceding the deadline for Application submission.

4.5 Applicant must not have a non-performance of a contract that has occurred as a result of contractor default during the past 5 years preceding the deadline for Application submission.

4.6 The Applicant must have a minimum average annual turnover of MVR 400,000 within the last three (3) years.

## 5. TECHNICAL SPECIFICATION

Technical Description and Specification of solar power pack systems are provided in Annex 1 of this TOR.

## 6. WARRANTY

Solar power pack systems shall have at least **three (3) years' service warranty and maintenance**. This means the buyers of solar power pack systems shall be provided the same service warranty period or more under the Sales and Purchase Agreement.

Physical presence of the vendor in the Maldives for a minimum of warranty period either through an agent or direct presence is required.

## 7. PREPARATION OF THE APPLICATION

7.1 The Application shall comprise the following:

- (a) Letter of Application
- (b) Completed Schedules, in accordance with this TOR and its annexes
- (c) Quotations, for the supply of the following category of solar power pack systems.
- (d) The quoted price must include the equipment cost, transportation costs, GST and any other associated costs.
- (e) Written confirmation of authorizing the signatory of the Applicant to commit that person signed is duly authorized to sign on behalf of the Applicant; or Power of Attorney to confirm authorization of the signatory.
- (f) Business Registration Certificate.
- (g) GST Registration Certificate.
- (h) The name and position held by each person signing the authorization must be typed or printed below the signature.
- (i) Technical Proposal in accordance with Annex 1
- (j) The price offered to end-users are to be quoted in the Proposal in Maldivian Rufiyaa (MVR).

7.2 To establish its eligibility and qualifications to perform in accordance with this TOR the Applicant shall provide the information requested in the corresponding information sheets included in Annex 2 (Proposal Forms).

## 8. SUBMISSION

**8.1 All applicants must submit proposals for all categories of Solar power pack systems described in Table 1 of the Annex 1 of this TOR.**

8.2 Proposals submitted to the SDFC, under this TOR shall:

- (a) bear the name and address of the Applicant;
- (b) be addressed to SDFC as below:

SME Development Finance Corporation,  
M. Kaneeru Villa, 2nd Floor, Orchid Magu,  
20212 – Male’ City, Republic of Maldives  
Mail: [procurement@sdfc.mv](mailto:procurement@sdfc.mv)

(c) bear the title, ‘**Proposal for the Supply, Delivery and Installation of solar power pack systems under Support People’s Livelihoods in the Fishery Sector in Maldives through Sustainable Energy Project**’

8.3 Any Application received SDFC after the deadline for submission of application shall be declared late, rejected, and returned unopened to the Applicant.

## 9. EVALUATION AND EMPANELMENT

9.1 For the purpose of evaluation of the proposals received and selecting suppliers as ‘Approved Vendors’, SDFC may only include the applicants who meets the following minimum criteria to be considered as eligible applicants under this TOR:

- a) Applicants must pass/meet the specified minimum technical requirements to be considered as technically compliant; and
- b) Applicants must pass/meet the minimum financial capacity to fulfil the requirements of the scope;
- c) Applicants who fulfill the requirement specified in this TOR will be listed on our website as empaneled vendors.

## 10. RELATIONSHIP WITH SDFC

10.1 Successful Applicants selected as ‘Approved Vendors’ shall enter into an agreement with SDFC stipulating the minimum terms and conditions that governs the supply and delivery of Solar power pack systems. This may include:

- a. provisions under which the vendor(s) may be removed from the “Approved Vendors” list, such as;
  - i. a vendor failing to deliver on time with no acceptable reason(s);
  - ii. a vendor failing to provide warranty or after sales services to the buyers.
- b. Duration of the engagement;
- c. Details of the minimum guarantees/warranties to be provided to the prospective buyers.

11. **Applicants' Eligibility and Qualifications**

To establish its eligibility and qualifications to perform the contract in accordance with the TOR, proposal must be submitted with the following documents & forms and any proposal submitted without these documents & forms will be disqualified.

12.1 Please refer to annex 4 (page 19)

12. **CLARIFICATION**

12.1 A prospective Applicant requiring any clarification of this TOR may contact SDFC in writing to the address indicated below.

SME Development Finance Corporation,  
M. Kaneeru Villa, 2nd Floor, Orchid Magu,  
20212 – Male' City, Republic of Maldives  
Phone: 3026010  
Mail: [procurement@sdfc.mv](mailto:procurement@sdfc.mv)

## Annex 1

### TECHNICAL DESCRIPTION AND SPECIFICATION OF SOLAR POWER PACK SYSTEMS

Under the financing facility, the vendors (the Suppliers) are required to supply and install solar power pack systems onboard fishing vessels for those buyers (fishing vessel owners) who desires to procure them using the finance facility.

For the purpose of selecting ‘Approved Vendors’, prospective vendors shall submit quotations with their proposals, for the supply of the following categories of solar power pack systems (Table 1). The quoted price must include the equipment cost, transportation costs, GST and any other associated costs.

Table 1: Categories of solar power pack systems

	Power	Minimum requirements
Category 1	Large Size Boats: 400 – 550 W	Flexible PV Panels Charge Controller with DC load output AC Inverter: Minimum 1000w AC Output: 230v 50Hz DC Output: 12V and 24V Auto or Manual select Battery Capacity: 5kwh Output Voltage: 12v/ 24v (Auto switch) 6sqmm x 15m flexible cables and connection accessories
Category 2	Medium Size Boats: 300 - 400W	Flexible PV Panels Charge Controller with DC load output AC Inverter: Minimum 1000w AC Output: 230v 50Hz DC Output: 12V and 24V Auto or Manual select Battery Capacity: 3kwh Output Voltage: 12v/ 24v (Auto switch) 6sqmm x 15m flexible cables and connection accessories
Category 3	Small Size Boats: 150 - 300W	Flexible PV Panels Charge Controller with DC load output AC Inverter: Minimum 1000w AC Output: 230v 50Hz DC Output: 12V and 24V Auto or Manual select Battery Capacity: 3kwh Output Voltage: 12v/ 24v (Auto switch) 6sqmm x 15m flexible cables and connection accessories

Design conditions and requirements of the solar power pack systems

Table 2 describes the minimum design conditions and requirements for each category of solar power pack systems that a prospective vendor may propose to supply under this project. The prospective vendors shall comply with the conditions and requirements and furnish the details of their proposed solar power pack systems in their proposals.

Table 2: Description of the minimum design conditions and requirements.

Component	Specifications
<b>Marine Grade Solar Panel</b>	<p>The solar panel shall be designed for use in marine environment. The panels shall be flexible and flexing up to minimum of 30 degrees to install on slightly bent areas in a way that the panel will be touching the roof/deck surface as much as possible to minimize the air resistance. The manufacturer shall be in the business for minimum of 3 years.</p> <ul style="list-style-type: none"> <li>• Minimum Solar Cell Efficiency: minimum 19%</li> <li>• Nominal Power at STC: 170Wp to 200Wp</li> <li>• Power Tolerance: &lt; +/- 3%</li> <li>• Voltage at Maximum power Point: &lt;30V</li> <li>• Open Circuit Voltage: &lt;35V</li> <li>• Product Warranty: Minimum 10 years performance warranty</li> <li>• Grommets: 316 Stainless steel</li> <li>• Lead cables: 4sqmm cables with MC4 quick connectors suitable for marine environment</li> </ul>
<b>Solar Charge Controller</b>	<ul style="list-style-type: none"> <li>• The device should have wireless connection to android/apple devices to configure the device and to monitor the device from time to time (real time data and history)</li> <li>• Ultrafast Maximum Power Point Tracking</li> <li>• Load output with over discharge protection</li> <li>• Configurable Intelligent Battery Management Algorithm to manage the battery life</li> <li>• Maximum PV Open Circuit Voltage: 75V</li> <li>• Minimum Rated Charging Current: 15A</li> <li>• Battery Voltage: 12V/24V (Auto Select)</li> <li>• Protection: Battery Reverse Polarity / Output Short Circuit / Over Temperature</li> <li>• Efficiency: minimum 95%</li> </ul>
<b>Battery</b>	<ul style="list-style-type: none"> <li>• 12V, 140Ah AGM Battery, Sealed Maintenance Free Battery</li> <li>• Float Charging Voltage: 3.5 Vdc to 13.8 Vdc</li> <li>• Designed for high-power density applications</li> <li>• Absorbed glass mat (AGM) design</li> <li>• High discharge efficiency</li> <li>• Minimum 250 cycles at 100% discharge</li> <li>• Low self-discharge</li> <li>• Shall comply with IEC 60896, DIN 473534</li> <li>• One Year Replacement Warranty</li> </ul>



**TECHNICAL FORM**

**Technical description of the proposed solution**

The prospective vendors shall submit the following form in Table 1 for each category of solar power pack systems along with supporting documents as evidence of meeting the requirements proposed.

<b>Component</b>	<b>Minimum Specification</b>	<b>Proposed specifications</b>
<b>Marine Grade Solar Panel</b>	Minimum Solar Cell Efficiency: 19%	
	Nominal Power at STC: 170Wp to 200Wp	
	Power Tolerance: < +/- 3%	
	Voltage at Maximum power Point: <30V	
	Open Circuit Voltage: <35V	
	Product Warranty: Minimum 10 years performance warranty	
	Grommets: 316 Stainless steels	
	Lead cables: 4sqmm cables with MC4 quick connectors suitable for marine environment	
<b>Solar Charge Controller</b>	The device should have wireless connection to android/apple devices to configure the device and to monitor the device from time to time (real time data and history)	
	Ultrafast Maximum Power Point Tracking	
	Load output with over discharge protection	
	Configurable Intelligent Battery Management Algorithm to manage the battery life	

	Maximum PV Open Circuit Voltage: 75V	
	Minimum Rated Charging Current: 15A	
	Battery Voltage: 12V/24V (Auto Select)	
	Protection: Battery Reverse Polarity / Output Short Circuit / Over Temperature	
	Efficiency: 95%	
<b>Battery</b>	12V, 140Ah AGM Battery, Sealed Maintenance Free Battery	
	Float Charging Voltage: 3.5 Vdc to 13.8 Vdc	
	Designed for high-power density applications	
	Absorbed glass mat (AGM) design	
	High discharge efficiency	
	Minimum 250 cycles at 100% discharge	
	Low self-discharge	
	Shall comply with IEC 60896, DIN 473534	
	One Year Replacement Warranty	

**FORM 1: APPLICATION FOR BID SUBMISSION**

Project	
Announcement No.	

BIDDER INFORMATION FORM			
1. ENTITY TYPE	<input type="checkbox"/>	Sole proprietor	Only the types specified here are considered as business legal entities.
	<input type="checkbox"/>	Company	
	<input type="checkbox"/>	Partnership	
	<input type="checkbox"/>	Cooperative	
2. REGISTRATION NO.		Enter respective registration number.	
3. GST NO.			
4. NAME OF BIDDER			
5. CONTACT NO.	FIXED		MOBILE
6. EMAIL ADDRESS			
7. FULL REGISTERED ADDRESS			
BUSINESS NAME			
8. REGISTERED NAME			
CONTACT PERSON			
9. NAME			
10. PERMANENT ADDRESS			

11. MOBILE NUMBER	
13. SIGNATURE	14. STAMP

- Provide Building / house names, floor, apartment no., road, atoll and island for address fields.
- This form should be submitted with the bid proposals
- SDFC will not accept any BIDS if this form is missing
- All fields are mandatory

**Form 2: Bidder Profile and Technical proposal**

Bidder Details		Signature & Seal (Registered Firms) (initial each extra page)
Bidder Name		
Registration number		
Contact Person	Name:	
	Mobile Number:	
Email Address		
Years in Business		

<p><b><u>Profile:</u></b> (Accordance with the RFP/TOR. Can be Attached separately)</p>
<p><b><u>References:</u></b> (Documents outlining the details of implementation of the proposed application. Can be Attached Separately)</p>
<p><b><u>Delivery Duration</u></b></p>
<p><b><u>Warranty period</u></b> (minimum 3 years)</p>

**Form 3: Price Schedule**

**Price Schedules**

Category	Unit Price (MVR) inclusive of GST	Delivery period (days)
1		
2		
3		

**Form 4: Party to Joint Venture Information Sheet**

[The Applicant shall fill in this Form in accordance with the instructions indicated below].

Date: [insert date (as day, month, and year) of Application Submission]

Invitation No: [Insert Reference no]

Page \_\_\_ of \_\_\_ pages

1. Applicant's Legal Name:	{insert Applicant's legal name}
2. JV's Party legal name:	{insert JV's Party legal name}
3. JV's Party Country of Registration:	{insert JV's Party country of registration}
4. JV's Party Year of Registration:	{insert JV's Part year of registration}
5. JV's Party Legal Address in Country of Registration:	{insert JV's Party legal address in country of registration}
6. JV's Party Authorized Representative Information	
Name:	{insert name of JV's Party authorized representative}
Address:	{insert address of JV's Party authorized representative}
Telephone/Fax numbers:	{insert telephone/fax numbers of JV's Party authorized representative}
Email Address:	{insert email address of JV's Party authorized representative}
7. Attached are copies of original documents of: {check the box(es) of the attached original documents}	
<input type="checkbox"/> Articles of Incorporation or Registration of firm named in 1 <input type="checkbox"/> In case of government owned entity from the Purchaser's country, documents establishing legal and financial autonomy and compliance with the principles of commercial law	

**Form 5: Historical Contract Non-Performance, Pending Litigation**

Applicant's Legal Name: \_\_\_\_\_

Joint Venture Applicant's Legal Name: \_\_\_\_\_

**Historical Contract Non-Performance**

<b>Non-Performed Contracts in accordance</b>			
<input type="checkbox"/> Contract non-performance did not occur.			
<input type="checkbox"/> Contract(s) not performed (if any non-performed contracts, please fill below)			
<b>Year</b>	<b>Non- performed portion of contract</b>	<b>Contract Identification</b>	<b>Total Contract Amount</b>
[insert year]	[insert amount and percentage]	Contract Identification: Name of Employer: Address of Employer: Reason(s) for non-performance:	[insert amount]

**Pending Litigation**

<b>Pending Litigation</b>			
<input type="checkbox"/> No pending litigation			
<input type="checkbox"/> Pending litigation (if any pending litigation, please fill below)			
<b>Year of dispute</b>	<b>Amount in dispute (currency)</b>	<b>Contract Identification</b>	<b>Total Contract Amount (currency),</b>
[insert year]	[insert amount and percentage]	Contract Identification: Name of Employer: Address of Employer: Matter in dispute: Party who initiated the dispute: Status of dispute:	[insert amount]



**Form 6- Average Annual Turnover**

Applicant's Legal Name: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Annual turnover data</b>		
<b>Year</b>	<b>Amount and Currency</b>	<b>MVR equivalent</b>
*Average Annual Turnover		

\*Average annual turnover calculated as total certified payments received for work in progress or completed over the number of years specified in the TOR, divided by that same number of years.

**Form 7- Experience**

Applicant's Legal Name: \_\_\_\_\_

Date: \_\_\_\_\_

<b>Starting Month / Year</b>	<b>Ending Month / Year</b>	<b>Years *</b>	<b>Contract Identification</b>	<b>Role of Applicant</b>
			Contract name: Brief Description of the Works performed by the Applicant: Name of Employer: Address:	
			Contract name: Brief Description of the Works performed by the Applicant: Name of Employer: Address:	
			Contract name: Brief Description of the Works performed by the Applicant: Name of Employer: Address:	

## Annex 4

### Document Checklist

#	Document Name	Submitted
1	Cover Letter	
2	Technical Form – Technical description of the proposed solution	
3	Form 1 – Application for BID submission	
4	Form 2 – Bidder profile and technical proposal	
5	Form 3 – Price schedule	
6	Form 4: Party to Joint Venture Information Sheet	
7	Form 5: Historical Contract Non-Performance, Pending Litigation	
8	Form 6- Average Annual Turnover	
9	Form 7- Experience	
10	Tax clearance report	
11	A copy of the bidder’s Business registration Certificate.	
12	A copy of the bidder’s GST registration Certificate	
13	Experience letters	
14	Financial statement for the past 3 years.	
15	Authorized Distributors/ Authorized re-seller certificate (if applicable)	
16	Product catalogue (if applicable / should be submitted upon request by SDFC)	