

# SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT PROGRAMME

## **TENDER APPLICATION FORM**

RFT: 2022/002 File: AP\_3/1/13

## THIS APPLICATION IS FOR THE FOLLOWING TENDER:

Developing an Electrical Installation Guidelines for the Housing and Infrastructure Sector in Nauru

Please note you are required to complete in full all areas requested in the Form, particularly the Statements to demonstrate you meet the selection criteria – DO NOT refer us to your CV. Failure to do this will mean your application will <u>not</u> be considered.

For the Technical and Financial proposals you may attach these separately.

1. DE	ETAILS	
NAME OF	FIRM (if applicable)	
NAME OF PRINCIPAL CONTRACTOR		
LIST OTHER PROPOSED PERSONNEL (if		
applicable)		
NATIONALITY		
POSTAL ADDRESS		E-MAIL ADDRESS
TELEPHONE WORK		MOBILE
		NUMBER
TELEPHONE HOME		FAX NUMBER
2. A0		CONTRACTOR & PROPOSED PERSONNEL)
Dates	Institution/Country	Qualification Attained
3. W	ORK EXPERIENCE	
Dates	Employer	Position (briefly list core functions)
4. PF	ROFESSIONAL AFFILIATIONS/AWARDS	
Dates	Organisation	Member/Award Status

5.	PROFESSIONAL REFEREES (Provide three references relevant to this tender submission, including the most recent work completed)			
Name		Position	Organisation & Contact Details	

#### 6. STATE HOW YOU MEET EACH SELECTION CRITERIA

#### **CRITERIA 1 (15%)**

At least one of the team to have:

- Minimum qualification of a Master's degree (or Bachelors with minimum 10 years of experience) in the fields of Electrical Engineering, Architecture, Construction and Building, Environmental Engineering, Climate Change, Environmental Management, Energy Efficiency or any other related field;
- minimum of 8 years' experience in the electricity sector assisting with national planning and long-term strategies to address issues such as electrical guidelines for wiring, standards for energy efficiency, wastewater etc.;
- minimum of 5 years' experience with electrical wiring of different building types;
- good understanding of NDC-related projects and developing low carbon strategies for SIDS / Pacific countries.
- good understanding of environmental and climate change related issues in Nauru or other similar Pacific countries;

#### **CRITERIA 2 (25%)**

- Experience in electrical wiring of buildings, both residential and commercial. At least five residential buildings and 1 commercial building.
- Experience in incorporating renewable energy technologies for electricity generation when wiring a building.
- Experience in working with an electrical utility in Nauru or any other small island country in the Pacific.
- Experience in the preparation of national documents in terms of energy efficiency, electrical standards and other related issues. At least 1 report / submission on a previous assignment in Nauru or any other Pacific Island country;
- Familiarity, knowledge and experience with architecture, housing and infrastructure sector in Nauru or any other similar country in the Pacific and SIDS. At least 3 recommendations on what is to be prioritized in the Housing Sector in order to make the buildings more resilient, especially in terms of electrical energy.
- Familiarity, knowledge and experience with the geographical location and orientation of Nauru in the Pacific. At least 1 energy efficient building design with a detailed explanation of how renewable electricity can be incorporated into the design.

## **CRITERIA 3 (50%)**

- General approach step by step methodology on how they will carry out this assignment;
- Show how the consultant(s) will articulate the preparation and development of the Electrical Installation Guidelines for Nauru;
- Timeline including the starting date, dates of consultations, presentations, etc;
- Clear presentation of potential difficulties in carrying out this assignment to deliver Nauru's Electrical Installation Guidelines for the Housing and Infrastructure Sector, and possible solutions to overcome perceived obstacles should also be included;
- Workplan to include total number of person-days and appropriate allocation of person-days with respect to each task.

Attach a detailed technical proposal

#### **CRTITERIA 4 (10%)**

**Detailed Financial Proposal** 

Attach a detailed financial proposal

7. GENERAL INFORMATION
Declaration of close relations to any
individual who is currently employed at
SPREP. Please list name/s and nature of
relationship.
Declaration Tenderer has no association with
exclusion criteria, including bankruptcy,
insolvency or winding up procedures, breach
of obligations relating to the payment of
taxes or social security contributions,
fraudulent or negligent practice, violation of
intellectual property rights, under a
judgment by the court, grave professional
misconduct including misrepresentation,
corruption, participation in a criminal
organisation, money laundering or terrorist
financing, child labour and other trafficking
in human beings, deficiency in capability in
complying main obligations, creating a shell
company and being a shell company.
Declaration Tenderer (and other proposed
personnel) have not been charged with any
child related offences
Discipline Record (list past employment
disciplinary cases or criminal convictions, if
any)

8.	ANY OTHER ADDITIONAL INFORMATION APPLICANT WISH	JES TO SUBIVITI
9.	HOW DID YOU LEARN ABOUT THIS TENDER?	
10	CERTIFICATION & ALITHORISATION:	
10.	CERTIFICATION & AUTHORISATION: All information submitted berowith is true and correct.	DRED has the authority to seek
10.	All information submitted herewith is true and correct. S	PREP has the authority to seek
10.		PREP has the authority to seek
10.	All information submitted herewith is true and correct. S verification of any information provided.	
10.	All information submitted herewith is true and correct. S	reement to SPREP's Standard Terms
10.	All information submitted herewith is true and correct. S verification of any information provided.  By signing this application form you are indicating your ag	reement to SPREP's Standard Terms
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# The following documents must be attached to this Tender application form:

- Curriculum Vitae Principal Contractor & Proposed Personnel
- Detailed Financial Proposal
- Business Licence
- Conflict of Interest Form
- Any other relevant information to support this tender application.

## **CONFLICT OF INTEREST FORM**

# Request for Tender (RFT) – AP 3/1/13 – Developing Electrical Installation Guidelines for the Housing and Infrastructure Sector in Nauru

## **Indicate which is relevant**

1.	I confirm that I, my family members, and the organisation or company that I am involved with are independent from SPREP. To the best of my knowledge, there are no facts or circumstances past or present, or that could arise in the foreseeable future, which might call into question my independence.
2.	If it becomes apparent during the procurement process that I may be perceived to have a conflict of interest, I will immediately declare that conflict and will cease to participate in the procurement process, unless or until it is determined that I may continue.
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1.	I declare that there is a potential conflict of interest in the submission of my bid [please provide an explanation with your bid]
	Name, Signature Date
	Title