

**REQUEST FOR PROPOSAL
FOR
ENGINEERING CONSULTANCY for its
PHOTOVOLTIC GENRATING
SYSTEMS**



General Information and Proposal Requirements

A. Purpose

The purpose of this “Request for Proposal” (RFP) is to solicit professional engineering firms (hereinafter called “Consultants”) for detailed proposals to perform engineering consultancy services for the Anguilla Electricity Company Limited’s 1 Megawatt solar farm.

B. Scope of Services

1. To technically inspect all the construction works to ensure compliance with contract provisions;
2. To monitor contractors’ performance, certification of work and issue of payment certificates;
3. To monitor contractor’s compliance with the Environmental Management Plan;
4. To prepare reports on the progress of the works indicating any difficulties affecting its efficient and timely execution commencing one month after the engagement of the consultants;
5. To witness testing and commissioning of all the works;
6. To issue certificates of completion to the contractors upon completion of construction and installation works;
7. To prepare a completion report within two months after the date of the issue of a certificate of practical completion

C. Addenda to the RFP

In the event that it becomes necessary to revise any part of this RFP, a copy of all addenda will be posted on the Anguilla Electricity Company Limited website (www.anglec.com). It is the responsibility of the Consultant to check the website for the addenda.

D. Acceptance of RFP Content

The proposals presented will be evaluated by the Engineer’s Selection Committee. The proposals will be scored on the basis of the following:

1. Experience with this type of consultancy engineering,
2. Listing personnel to be assigned to this work,
3. Consultant's understanding of the project,
4. The proposed time frame for completion of the design project and man-hours by tasks.

E. Duration of the project

The estimated time frame for required services is 20 weeks.

F. Site Visit

First mobilization visit is March 9th 2016

G. Responses

To be considered, two copies of the proposal must be submitted to the Office of the Anguilla Electricity Company Limited no later than 3:30 pm 19th February 2016 and should be addressed as follows:

Sylvan Brooks
Systems Control Engineer
Anguilla Electricity Company Limited
P.O. Box 400
The Valley
Anguilla

Consultants mailing their proposals shall allow normal mail delivery time to assure timely receipt. Alternatively, proposals may be emailed to sylvan@anglec.com

H. Consultant Evaluation

Consultants will be evaluated on the following information:

1. Related Project Experience

Provide a list of related projects with experience with pertinent project information. Provide the name of the project manager for each similar project completed. References should be provided for each project.

2. Personnel Assigned to Project (Project Team)

Provide the name of the project manager to be assigned this work along with a description of their experience and expertise.

3. Understanding of the Project

Provide a brief statement as to the Consultant's understanding of the project.

I. **Estimate of Hours & Fee**

An estimate of hours and proposed fee to complete the tasks outlined in the Scope of Services.